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OHIO COUNTY COURTHOUSE

Rising Sun, Ind.

(In the Final publication an enlarged picture, 5 x 7,
will appear here.)

INVENTORY OF THE COUNTY ARCHIVES
OF INDIANA

Prepared by

The Historical Records Survey
Division of Women's and Professional Projects
Works Progress Administration

NO. 58. OHIO COUNTY (RISING SUN)

W. P. A.

*

Indianapolis, Indiana

The Historical Records Survey

December 1937

PREFACE

This inventory of Ohio County records constitutes a part of a general guide to the county archives of Indiana. It has been prepared by the Historical Records Survey of this state, operating as a separate project under the Works Progress Administration.

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The survey of state and local historical records in Indiana was instituted on February 19, 1936, as part of a nation-wide undertaking under the supervision of Dr. Luther H. Evans. Samuel J. Kagan, state archivist of the Indiana History and Archives Division of the State Library was assigned to lead the project as State Director. In the beginning the Survey was closely associated with the Writers' Project. On September 23, 1936, the Historical Records Survey was nominally as well as factually made independent of the Writers' Project. In general, it has from its very inception acted as a separate and independent unit of Federal Project No. 1.

The aim and purpose of the survey of county records in Indiana have been to furnish the officials of the local, state, and national governments, students of history, lawyers and genealogists, and the general citizenry interested in the county records, with a convenient tool for use in consulting them. It is the object of the Survey to make the valuable source materials that are to be found in the Indiana courthouses and other public buildings, available and more accessible to those who may be in need of them.

The first of these is the fact that the
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Preface

It is our hope that the information contained in this inventory will arouse greater interest in state and local historical records and will encourage officials to continue the improvement of methods for the preservation and safekeeping of these records.

The field work of the survey of Ohio County was begun on May 25, 1936, under the district supervision of Mrs. Carmon Whitcher, later succeeded by Elizabeth Howe. The field workers were Virgil Wiley, of St. Paul; William Holliday, of Osgood; and Nadine Young, of Rising Sun. It was completed on June 17, 1936. Many visits, however, have since been made to the county courthouse to check and recheck the information contained herein, the final recheck having been made in September, 1937.

There are ninety-two counties in Indiana. When the survey of county archives is completed a separate volume is to be devoted to each county inventory in the state. Ohio County is No. 58.

The inventory proper is preceded by a number of introductory sections to enlighten the reader concerning facts and events forming the background and basis of the records. The entries for the record series are carried in consecutive numbering for the county. The bureaus are arranged in functional order: Governing boards; major administrative offices; judicial offices; and financial, educational, health, engineering, and other groups. Wherever applicable, natural groupings under separate headings are made within the bureau, and the entries are arranged thereunder also according to their functional sequence. A full and

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extensive index following the inventory will help the reader locate records with a minimum of inconvenience and effort.

The editing of this inventory has been conducted by an editorial staff of some forty men and women, whose labors we deeply appreciate and wish to recognize forthwith, captained by Harry A. Rider, editor; John R. Milligan in charge of accession and classifying; Louise Nation in charge of checking; Caris E. Brockway in charge of condensing; Julius Salzman, legal adviser; and Howard G. Underwood, historical research editor.

The original survey was made in the field under the direction of the State Director and carefully checked and compiled in the form of this inventory in the State Office. Of the industrious and painstaking devotion to his task of each and every person who had a part in the Survey we are keenly aware, and we regret that we cannot commend by name the services of all who have contributed to the publication of this volume.

The Survey is indebted to county officials; to the State Works Progress Administration; to Kenneth E. Lancet, Acting Director of Women's and Professional Projects, who has rendered the Survey a great personal service in the administering of the project; and to Dr. Christopher B. Coleman, who has taken personal initiative and interest in behalf of the Survey in giving technical advice to the project.

S. J. Kagan, State Director
The Historical Records Survey

FOREWORD

A guide to county and township records in Indiana has long been needed by both local officials and the general public. The Historical Records Survey, a project of the Works Progress Administration, is the first attempt to supply this need. Few more useful fields of employment could have been found than the survey of local and state historical records, even though the work inevitably presented unusual difficulties. The completion of the survey of historical records in Indiana is a source of genuine satisfaction.

We are indebted first of all to the Works Progress Administration for providing for the survey and financing it. The National Director of the project, Dr. Luther H. Evans, assured a fruitful product of the work by fully explaining it and drafting the forms to be used by the field workers so as to insure the greatest completeness with the least likelihood of error. He and his assistants have done all that was possible for this nation-wide survey. Samuel J. Hagan, State Director of Indiana, deserves great credit for his energy and ability in organizing the office and field forces which have carried out the project. To assemble and organize more than one hundred and fifty persons in a new line of work in which there were very few local precedents, and to complete the preliminary field work of a survey of the county records in all the ninety-two counties, at first, seemed almost impossible of accomplishment.

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An advisory committee has helped guide the work of the project; though no meetings were held, its members in many instances were a great help. A word of appreciation must be recorded here for the county officials who courteously gave the representatives of the survey access to the records in their offices and cooperated in the making of the survey. Especially is the state indebted to those officials who made possible the photographing of old records for preservation in a central depository.

CHARLES H. B. COLEMAN

Director, Indiana Historical Bureau



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Map of Ohio County to appear here.

PART A. OHIO COUNTY AND ITS RECORDS SYSTEM

1. HISTORICAL SKETCH

Ohio County, situated in the southeast corner of the state, is bounded on the north by Dearborn County, on the east by the Ohio River, which separates it from the State of Kentucky, on the south by Switzerland County, and on the west by Switzerland and Ripley Counties. It is the smallest county in the state, having an area of only 65 square miles.

Ohio County has a greatly diversified topography. Along the Ohio River, bottom lands and terraces, often a mile in width, are predominant. The interior of the county is made up of a series of rugged hills, broken uplands, and wet flatlands. The principal stream is Laughery Creek, which marks the boundary between Ohio and Dearborn Counties, and is a tributary to the Ohio River. Further drainage is provided by Arnold's Creek, South Fork, and other small streams.

A brief picture of the relationship of the State of Indiana to the history of the United States as a whole begins with the landing and settlement of the English at Jamestown in 1607. The next year the French founded Quebec and began a series of explorations to the west and south which eventually carried LaSalle to the mouth of the Mississippi. On April 9, 1682, he claimed the entire river valley - the American Middle West - in the name of France, calling it Louisiana after his King. In Indiana, French trading posts had been established on the

Historical Sketch

present sites of Fort Wayne, Lafayette, and Vincennes by 1733. The English were pushing into the Ohio Valley, and competition between the two nations over the valuable fur trade brought on the French and Indian War. By the Treaty of Paris, February 10, 1763, Louisiana was ceded to Britain. Shortly after the opening of the American Revolution, General George Rogers Clark captured the forts at Kaskaskia and Vincennes, then in the hands of the British, and this vast empire fell into the hands of Virginia. In 1784, the United States Government extended jurisdiction over this territory, and three years later Congress passed the Ordinance providing for the establishment and government of Northwest Territory. Knox County, which included all of Indiana and parts of Ohio, Michigan, Illinois, and Wisconsin, was created in 1790. In 1800, Indiana Territory was formed, and in 1816, Indiana was admitted into the Union as a state.

In addition to claims of ownership by France, Britain, Virginia, and the United States, various tribes of Indians claimed all the lands in Indiana. Ohio County, as far as we know, was never the permanent home of the Indians; no evidence of habitation has been found. By the Treaty of Greenville, Ohio, August 3, 1795, negotiated by General Anthony Wayne and the chiefs of most of the northwestern Indians - the Miami, Delawares, Wyandots, Ottawas, Chippewas, Potawatomi, Sacs, and Shawnees - territory in southeastern Indiana, including Ohio County, was ceded to the United States Government.

The first white man to settle permanently in Ohio County

was Benjamin Avery, who built a cabin half a mile above the present site of Rising Sun in 1798. In 1802, Thomas Fulton settled on Arnold's Creek. The land on which Rising Sun is situated was surveyed in the spring of 1798 by Benjamin Chambers. In 1803, he built a double log cabin on this site and moved his family to their new home. Later on, in 1807, this land was granted to Chambers and Lewis Davis by the United States Government. John and Samuel Fulton and their families, natives of Pennsylvania, settled on the Ohio River on the present site of Rising Sun in 1803. (Some authorities give their date of settlement as 1798). Ethan and David Brown also settled in Ohio County in 1800, but their place of settlement is unknown.

Ohio County was formed as a compromise measure to settle the rivalry existing between Rising Sun and Lawrenceburg for the seat of government of Dearborn County. From the formation of Dearborn County until September 26, 1836, Lawrenceburg had been the seat of justice. By an act of February 6, 1836, Wilmington was named the county seat. At this time a movement was started to carve a new county out of Dearborn with Rising Sun as the seat of government. The proponents of this idea joined forces with those favoring the moving of the county seat of Dearborn County back to Lawrenceburg. And in this manner Ohio County came into existence by an act of the General Assembly approved January 4, 1844. At that time the county was considerably smaller than it is now. The legal boundaries as set out in the act were: "Beginning on the Ohio River on the section line,

Historical Sketch

between fractional sections number twenty-five and thirty-six, in town four, range one west, thence west with said line to the north west corner of section number thirty-two; thence south to the north west corner of section number five, in town three, range one; thence west to the range line between range one and range two; thence south to the line dividing Switzerland and Dearborn counties; thence with said line east to the Ohio river; thence up said river to the place of beginning, shall constitute the county of Ohio." (1)

On January 7, 1845, all the territory comprising Dearborn County lying south of Laughery Creek was added to Ohio County. (2)

The first election of public officials in Ohio County was held on May 1, 1844. Samuel Jelly was named probate judge and Samuel Fulton and Thomas H. Gilmore, associate judges; the clerk was James H. Pepper, the recorder, William T. Lambolin, the treasurer, John B. Craft, and the auditor, Samuel F. Covington; the commissioners were John Bennett, William H. Powell, and Morris Merritt; Alexander C. Campbell was named coroner, but the election of this official was illegal and he was never commissioned. Theophilus Jones was the first to fill this office.

The commissioners appointed to locate the seat of justice of the newly formed county met in Rising Sun on April 8, 1844, and chose the site on which the public buildings now stand. The county was named for the Ohio River. There are four townships in Ohio County: Cass, Pike, Randolph, and Union. Rising Sun is the only incorporated city in the county; there are no incorporated

Historical Sketch

towns.

The first court held in the county was the probate court, which met on August 12, 1844, in the Old School Presbyterian Church with Samuel Jelly on the bench. The first term of circuit court began on December 4, 1844, in the same church. Miles C. Eggleston was presiding judge of the circuit.

The first courthouse in Ohio County was built in 1845. It was a two story brick building 60 x 40 feet in size with county offices below and a courtroom above.

The population of Ohio County has decreased steadily since 1890; the 1930 census gives approximately 3,700 inhabitants. Of these 1.1% are foreign born whites and 2.3% are Negroes. Rising Sun, likewise, has decreased in size.

Agriculture is the principal occupation in the county, both as regards number of persons employed and income. At present, the largest crops are corn, wheat, and tobacco; hogs and cattle are raised to some extent. The only natural resources in the county are sand and gravel, which may be used for building purposes and road metal. Limestone is also plentiful.

(1) Acts 1843-44 (general), p. 7. (2) Acts 1844-45 (local), p. 225

SOURCES

History of Dearborn, Ohio, and Switzerland Counties, Indiana.
(1262 pp. Chicago, Illinois. Weakley, Harraman & Co., 1885.)

PENCE, GEORGE, AND ARMSTRONG, NELLIE C. Indiana Boundaries,

Historical Sketch

Territory, State, and County. (883 pp. Indianapolis, Ind.
Indiana Historical Bureau, 1933.)

UNDERWOOD, ROY. Preliminary Survey of County Planning
Problems in Ohio County, Indiana. (15 pp. State Planning
Board of Indiana. Cooperating with Works Progress Administration,
October, 1936. Typewritten.)

Chart of Governmental Organization to appear here.

2. GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

Ohio County, with its county seat at Rising Sun is a subdivision of the State of Indiana for administrative, judicial, and political purposes. It is a creature of the general assembly and possesses only such powers of local government as are conferred by acts of the general assembly or are incident and necessary to carry out the provisions thereof. Created by the state, the county is subject to legislative control at any time and its powers may be amplified or diminished without its consent.

Ohio County was organized by an act of the general assembly, effective May 1, 1844. 1/ The present government, as it functions today, is the result of its development under the original Constitution of 1816, the present Constitution adopted in 1851 and as since amended, and more than a century of legislative action.

The county system of government is an inheritance from England and the American Colonies, whence pioneers in Indiana brought their customs and laws. Its beginnings in Indiana are found in the laws of the Northwest Territory, which recognized the counties already established, and provided for courts and administrative officers, as follows: General court of quarter sessions of the peace, county court of common pleas, 2/ and court of probate, 3/ commissioners, 4/ sheriff, 5/ coroner, 6/ recorder, 7/ treasurer, 8/ and circuit court. 9/ These officers were appointed by either the Governor or the general court of quarter sessions.

The laws of Indiana Territory provided for additional offices:

Governmental Organization and Records System

Surveyor, established in 1802; 10/ assessor, established in 1808, 11/ abolished in 1811; 12/ prosecuting attorney, established in 1810; 13/ and county agent, established in 1813 to convey and receive conveyances of public lands. 14/ In 1803 a new county tax levy law repealed the act of 1795 providing for the appointment of commissioners and their powers devolved upon the court of quarter sessions. 15/ In 1805 the court of quarter sessions was abolished and its duties transferred to the court of common pleas. 16/ In act of December 31, 1813, abolished the court of common pleas and the old circuit court, and transferred all matters in its jurisdiction to the new circuit court, consisting of a president judge and, from the county, three associate judges, 17/ and the associate judges were authorized to transact all county business. 18/ In 1804 the office of treasurer was abolished and his duties transferred to the sheriff. 19/ It was reestablished in 1811 20/ and again abolished in 1813 and the sheriff acted as the treasurer. 21/

In the year 1816, Indiana was admitted to the Union and the constitution of that year provided for the election in each county of a clerk of the circuit court, 22/ recorder, 23/ sheriff, and coroner. 24/ All territorial laws, not inconsistent with the constitution, continued in force until they expired or were repealed. 25/

The general assembly, in 1817, established the board of commissioners, to transact county business, consisting of three members, elected by the voters of the county; 26/ provided for a treasurer, appointed by the board of commissioners; 27/ and in 1818 a surveyor,

Governmental Organization and Records System

appointed and commissioned by the Governor of the state. 28/

In 1824, the board of commissioners was abolished, and its functions conferred upon the justices of the peace of the county, who constituted the board for doing county business, 29/ until the board of commissioners was reestablished in 1831. 30/

In 1831 the general assembly made the surveyor an appointee of the board of commissioners, 31/ and established the offices of prosecuting attorney 32/ and school commissioner, the latter a financial agent in control of school lands and funds. 33/ Further increases in the number of county agencies were made in 1841 with the addition of auditor, 34/ assessor, 35/ appraiser, 36/ and a board of review, composed of the board of commissioners, auditor, and assessor, to review tax assessments. 37/ Also in 1841, the treasurer became an elective officer. 38/ Upon its organization in 1844, the government of Ohio County followed the form above.

As the state grew, there was much dissatisfaction with the Constitution of 1816, but repeated attempts to change it did not succeed until 1850, when a constitutional convention was called which framed a new constitution. 39/ This constitution was submitted to the qualified voters of the state and adopted in 1851, proclaimed by the Governor to be effective on November 1, 1851, and with amendments, remains the Constitution of Indiana. 40/

The first session of the general assembly after the adoption of the new constitution enacted a general code known as the Revised Statutes of 1852 and, with certain exceptions, 41/ repealed

all previous laws, thereby abolishing the assessor and school commissioner, substituting the appraiser for the assessor in the board of review, and dividing the duties of the school commissioner between the auditor and the treasurer. 42/

Each county is a political subdivision of the state and has an individual governmental organization. Although the Constitution of 1851 forbids special legislation, 43/ and the general outline of the organization of county government remains the same, the general assembly has provided the necessary variations to take care of local needs and conditions in the several counties. These variations lie chiefly in the number of officers and courts provided for counties within classifications based upon population. Urban and rural areas obviously cannot be governed by the same number of officers. Each county has the constitutional officers, but the statutory officers vary in number, powers, and duties. The latter officers may be compulsory in all counties, or they may be optional and therefore established in only a few instances; others are authorized in only certain classes of counties, though the class may include only one county.

Indiana stands alone among the states of the Union in having a dual system of county governing boards, 44/ since the establishment in each county of a county council in 1899. 45/ Each county is governed by a board of commissioners and a county council. The duties of these agencies, with technical distinction, are enumerated in their proper places below.

Governmental Organization and Records System

From the beginning of the present century a tendency toward centralization of power in the hands of state authorities has taken from county officials many of their powers and duties and has greatly lessened the scope of those remaining. In older fields of finance, roads, and education, the state's supervision has greatly increased, and the creation of newer state departments such as police, food and fire inspection, and public welfare, has caused heavy removal of local responsibility and control.

Present Administration of Ohio County

The Constitution of 1851 reorganized the governmental structure, enlarging the number of constitutional officers to be elected by the people of the county, as follows: 46/

Clerk of the circuit court, who keeps all the records of the proceedings and business of the circuit court, serves ex officio as registration officer and member of the county election boards, and also performs certain duties of administrative character.

Recorder, who makes and preserves a public record of all legal documents, both official and private, as may be prescribed by law.

Sheriff, who is conservator of the peace, serves summons, and executes orders of the circuit court and county boards.

Coroner, who holds inquests in all cases of death by violence or accident or of suspicious circumstances.

Treasurer, who receives and disburses all county moneys

Governmental Organization and Records System

including the collection of taxes, and is ex officio a member of the board of review.

Auditor, who is the financial agent of the county and compiles the county budget estimates, prepares the tax duplicates, and serves as clerk and member of several county boards.

Surveyor, who has charge of all surveying and civil engineering work of the county, including the maintenance of drainage systems. 47/

The constitution empowers the general assembly to provide for the election or appointment of such other officers as may become necessary, 48/ and to confer on boards doing county business powers of a local, administrative character. 49/ Under this authority the general assembly has from time to time established the following statutory officers and boards:

Board of commissioners, the leading governing body of the county, often called the "county board", reestablished in 1832. It consists of three members elected for terms of three years. The board furnishes and maintains county buildings and grounds, administers the financial transactions of the county, and is responsible for the maintenance of county highways. 50/

County council, another governing body created in 1899 51/ to control the finances of county government. This council consists of seven members, elected for terms of four years. The council has power to fix the tax rate for county purposes and for all purposes where the rate is not fixed by law and is

Governmental Organization & Records Survey

required to be uniform throughout the county, and to adopt the county budget, the exclusive right to make appropriations from the county treasury, and the exclusive power to authorize the borrowing of money and the issuing of bonds. 52/

Superintendent of schools, 1873, 53/ who has general superintendence of all schools of the county outside of incorporated cities and towns. 54/ Elected by the township trustees, 55/ he is ex officio a member and president of the county board of education. 56/

Board of education, in 1873, 57/ consisting, since an amendment of 1877, of the superintendent of schools, township trustees, and the chairman of school trustees of each city and town of the county. The board is charged with the maintenance of the schools and school property, and purchases school supplies. 58/

Health commissioner, in 1905, appointed by the board of commissioners to enforce the health laws. 59/

Assessor, in 1891, 60/ who oversees the assessment of real and personal property, 61/ and appraises estates for inheritance taxes. 62/ He is elected by the voters of the county, 63/ and is ex officio a member and president of the board of review. 64/

Board of review, in 1891, whose members are the assessor, auditor, and treasurer, 65/ and, by an amendment of 1919, two freeholders of opposite political parties, appointed by the judge of the circuit court. 66/ This board equalizes tax assessments as between townships or other taxing units and between individual property owners. 67/

Governmental Organization and Records System

Board of finance, in 1907, consisting of the board of commissioners, with the auditor as secretary. 68/ This board has the custody of county funds and selects the depositories. 69/

Agricultural agent, in 1913, who, under the supervision of Purdue University, conducts farmers' institutes and other movements for the advancement of agriculture and country life. He is appointed by the director of agricultural extension service of Purdue University, subject to the approval of the state board known as the county agricultural agent board. 70/

Highway supervisor, in 1933, who supervises, under the direction of the board of commissioners, the repair and maintenance of all county highways. The board of commissioners makes the appointment and may appoint the surveyor as highway supervisor. 71/ The board of commissioners of Ohio County has appointed an extra officer as highway supervisor.

Board of tax adjustment, 1932, consisting of seven members 72/ who, by an amendment of 1937, are: one member of the county council, chosen by the council; the mayor of the largest city in the county or any public official of any city in the county, appointed by the mayor of the largest city of the county; one member of the county board of education, selected by such board; and four freeholders appointed by the judge of the circuit court. The board examines the tax levy rate so that it shall not exceed, in any municipal corporation the total tax rate prescribed by law. 73/

School fund board, in 1935, consisting of three members--the

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Governmental Organization and Records System

auditor and the clerk of the circuit court, ex officio, and one member appointed by the judge of the circuit court. The board approves all loans from the common school and the congressional township school funds. 74/

Department of public welfare, in 1936, 75/ comprising the board of public welfare, consisting of five members appointed by the judge of the circuit court, and the director of public welfare, appointed by the board. 76/ The department administers the provisions and benefits of the public welfare act. 77/

Registration officer, in 1933, who is the clerk of the circuit court ex officio. He conducts the registration of voters. 78/

Board of election commissioners, in 1969, consisting of the clerk of the circuit court and two persons appointed by him of opposite political parties. The board prepares, prints, and distributes ballots for general elections. 79/

Board of canvassers, in 1906, consisting of the election commissioners. 80/ The board canvasses, tabulates, and compiles the election returns of the county 81/ and certifies the candidates elected. 82/

Board of primary election commissioners, in 1916, consisting of the clerk of the circuit court and two persons appointed by him, of opposite political parties. The board prepares, prints, and distributes ballots for primary elections. 83/

Governmental Organization and Records System

Judicial

The judicial system of Ohio County, as of other Indiana counties, is proscribed by the constitution and subsequent acts of the general assembly. The constitution authorized and directed that the state be divided into judicial circuits. 34/ Ohio and Dearborn Counties constitute the seventh circuit, established in 1897. 35/ Previously, it was part of a judicial circuit to which adjoining counties were attached. The constitution further provides for the election of a judge 36/ and a prosecuting attorney for the circuit, 37/ and a clerk of the circuit court. 38/ The Ohio-Dearborn Circuit Court has original exclusive jurisdiction in all cases, criminal, civil, probate, and juvenile, except where exclusive or concurrent jurisdiction is conferred by law upon justices of the peace, and such appellate jurisdiction as is conferred by law. It also has jurisdiction of all other causes, matters, and proceedings where exclusive jurisdiction thereof is not conferred by law upon some other court or office. 39/

Records System

The records of Ohio County began with its creation in 1844. The establishment of each of the county offices and bureaus inaugurated their records which were kept in such fashion as the incumbents saw fit, following in the main the directions of the general assembly under the provisions for each respective office.

Governmental Organization and Records System

In 1909, the general assembly established the state board of accounts, which formulates, proscribes, and installs systems of accounting and reporting which are uniform for every public office of the same class. 90/ Under this law some of the records were combined to eliminate separation, duplication, and overlapping. The board also permits the use of bound loose-leaf records in almost all cases where the records are typed. The quality of the paper and ink and the binding and rebinding practices are left to the judgment of the board of commissioners, except that a good quality is required.

Whenever it may be necessary for the preservation of the record of any office, it is the duty of the board of commissioners to issue an order directing the officer in charge to copy and transcribe the records. 91/

In event of the loss or destruction, in whole or in part, of any of the county records, the board of commissioners shall send a certified list of such records furnished by the state to the Governor, who shall replace them, and such records compiled in the county shall be restored, if possible, from original documents by the proper officer. If impossible, new records shall be made by evidence taken from parties having knowledge of the facts concerned, by either the proper officer or a commissioner appointed by the board of commissioners for that purpose. 92/

In 1925 a law was passed permitting county officials, at their discretion, to turn over to the archives division of the

Governmental Organization and Records System

state library for permanent preservation, any official books, records, documents, original papers, newspaper files, or printed books and material not in current use in their offices. 93/ This law is optional and has been ineffectual. County officials are loath to part with records, even when no longer in use and in spite of lack of storage space, anticipating a possible call for them. Consequently, they have only occasionally availed themselves of this provision for permanent preservation of their old records.

The recorder and other county officers, by an act of 1927, are authorized to record deeds, mortgages, and other instruments by any approved photographic process adopted by the board of commissioners. 94/

In 1937, the general assembly authorized the director of the state library, at his discretion, to make a copy, by photography or in any other way, of any official book, record, document, original paper, newspaper, or printed book or material in any county, city, or other public office, for preservation in the state archives. All public officials must permit copies to be made of the books, records, documents, and papers in their respective offices. 95/

1/ Acts 1843-44 (general), p. 7.

2/ Laws, N.W. Terr., Acts 1788, ch. 2, pp. 4, 7.

3/ Ibid., ch. 3.

4/ Ibid., Acts 1795, p. 201, secs. 1-2.

5/ Ibid., Acts 1788, ch. 2, p. 8.

6/ Ibid., Acts 1788, ch. 9, p. 24.

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- 7/ Ibid., Acts 1799, p. 107, sec. 1.
- 8/ Ibid., Acts 1799, ch. 2, sec. 6.
- 9/ Ibid., Acts 1799, pp. 135-37, sec. 9.
- 10/ Laws, Ind. Terr., Acts 1802, ch. 28, sec. 1.
- 11/ Ibid., Acts 1803, ch. 32, sec. 1.
- 12/ Ibid., Acts 1811, ch. 35, sec. 17.
- 13/ Ibid., Acts 1810, ch. 10, sec. 5.
- 14/ Ibid., Acts 1813, ch. 10, sec. 2.
- 15/ Ibid., Acts 1803, ch. 7, secs. 9-12, 14, 17, 20, 23.
- 16/ Ibid., Acts 1803, ch. 10, sec. 1.
- 17/ Ibid., Acts 1813-14, ch. 29, secs. 1-4.
- 18/ Ibid., Acts 1813-14, ch. 29, sec. 2. Acts 1814, ch. 14, sec. 3.
- 19/ Ibid., Acts 1803, ch. 7, sec. 22.
- 20/ Ibid., Acts 1811, ch. 37, sec. 4.
- 21/ Ibid., Acts 1813, ch. 8, secs. 25-28.
- 22/ Const., 1816, art. 3, sec. 8.
- 23/ Ibid., art. 11, sec. 10.
- 24/ Ibid., art. 4, sec. 25.
- 25/ Const. 1816, art. 12, sec. 4.
- 26/ Acts 1816-17, ch. 15, sec. 1.
- 27/ Ibid., ch. 17, secs. 1-2.
- 28/ Acts 1817-18, ch. 30, sec. 1.
- 29/ Rev. Laws 1824, ch. 10, secs. 1, 11, 16-17.
- 30/ Rev. Laws 1831, ch. 20, secs. 1, 12, 14.
- 31/ Ibid., ch. 102, sec. 1.
- 32/ Ibid., ch. 10, sec. 1.
- 33/ Ibid., ch. 36, sec. 3.
- 34/ Acts 1841, ch. 2, sec. 1.
- 35/ Ibid., ch. 3, sec. 1.
- 36/ Ibid., ch. 2, sec. 1.
- 37/ Ibid., ch. 1, sec. 13.
- 38/ Ibid., ch. 4, sec. 1.
- 39/ Acts 1850, ch. 21, sec. 9.
- 40/ Kettleborough, Charles. Constitution Making in Indiana.
Vol. 1, p. 222.
- 41/ Laws dealing with twenty subjects were excepted from the repeal, but they did not affect the governmental organization of the county.
42/ 1 Rev. Stat. 1852, ch. 35, sec. 2; ch. 92, sec. 1; ch. 98, sec. 133.
- 43/ Const., art. 4, sec. 22.
- 44/ Snider, Clyde Frank. County and township government in Indiana. P. 4.
- 45/ Acts 1899; Burns 26-501; Baldwin 5365.
- 46/ Const., art. 6, sec. 2.
- 47/ For citations, see the legal status essays of these offices in Part B. of this inventory.
- 48/ Const., art. 6, sec. 3.
- 49/ Const., art. 6, sec. 10.

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- 50/ 1 Rev. Stat. 1852, Acts 1923; Burns 26-801; Baldwin 8218.
 1 Rev. Stat. 1852, Acts 1933; Burns, 1937 suppl., 26-820; Baldwin, 1935 suppl., 5236. Acts 1919; Burns 36-801; Baldwin 8859.
 51/ Acts 1899; Burns 26-801; Baldwin 8365.
 52/ Acts 1899; Burns 26-815, 26-820; Baldwin 5379, 5384. Acts 1899, 1921, 1929; Burns 26-532; Baldwin 8386.
 53/ Acts 1873, ch. 25, sec. 2.
 54/ Acts 1899; Burns 26-704; Baldwin 5938.
 55/ Acts 1890, 1911, 1923; Burns 28-702; Baldwin 5931.
 56/ Acts 1873, 1877; Burns 26-801; Baldwin 8883.
 57/ Acts 1873, ch. 15, sec. 8.
 58/ Acts 1873, 1877; Burns 26-801; Baldwin 8883.
 59/ Acts 1891, 1909; Burns 35-108, 35-111; Baldwin 8402, 8405.
 60/ Acts 1891, ch. 98, sec. 112.
 61/ Acts 1919; Burns 64-1102; Baldwin 18386.
 62/ Acts 1931, 1933; Burns 6-8400; Baldwin 18340.
 63/ Acts 1919, 1921; Burns 64-1101; Baldwin 18386.
 64/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 18700.
 65/ Acts 1891, ch. 98, sec. 111.
 66/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 18700.
 67/ Acts 1919; Burns 64-1205; Baldwin 18704.
 68/ Acts 1907, ch. 222, sec. 8, Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-80.
 69/ Acts 1937; Burns, 1937 suppl., 61-836; Baldwin, 1937 suppl., 13844-87.
 70/ Acts 1913, 1923, 1927, 1937; Burns 1937 suppl., 26-4911; Baldwin, 1937 suppl., 8457.
 71/ Acts 1933; Burns 36-1101, 36-1110; Baldwin 6699, 6708.
 72/ Acts 1932 (Spec. Sess.), ch. 10, sec. 4.
 73/ Acts 1937; Burns, 1937 suppl., 64-310, 64-311; Baldwin, 1937 suppl., 15897-4, 15897-5.
 74/ Acts 1865, 1935; Burns, 1937 suppl., 26-209; Baldwin, 1935 suppl., 6856.
 75/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1117; Baldwin, 1937 suppl., 14078-18.
 76/ Acts 1936 (Spec. Sess.), 1937; Burns 1937 suppl., 52-1118, 52-1119; Baldwin, 1937 suppl., 14078-19, 14078-20.
 77/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1120; Baldwin, 1937 suppl., 14078-21.
 78/ Acts 1923, 1935; Burns, 1937 suppl., 26-306; Baldwin, 1935 suppl., 7304.
 79/ Acts 1909; Burns 29-1102; Baldwin 7109.
 80/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377.
 81/ Acts 1905; Burns 29-1401; Baldwin 7380.
 82/ Acts 1905; Burns 29-1405; Baldwin 7381.
 83/ Acts 1915, 1917; Burns 29-504; Baldwin 7197.
 84/ Const., art. 7, sec. 9.
 85/ Acts 1897; Burns 4-332; Baldwin, 1935 suppl., 1415-1.
 86/ Const., art. 7, sec. 9; Acts 1881 (Spec. Sess.); Burns 4-301; Baldwin 1395.

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87/ Const., art. 7, sec. 11. 2 Rev. Stat. 1852; Burns 49-2801; Baldwin 5456.

88/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852; Burns 49-2701; Baldwin 1427.

89/ Const., art. 7, sec. 8. Acts 1881 (Spc. Sess.); Burns 4-303; Baldwin 1397.

90/ Acts 1909; Burns 60-202, 60-124; Baldwin 13659, 13075.

91/ Acts 1877; Burns 26-634; Baldwin 5338.

92/ 2 Rev. Stat. 1852, Acts 1863; Burns 87-101 to 87-124; Baldwin 1168 to 1161. Acts 1861; Burns 87-206 to 87-210; Baldwin 1165 to 1167. Acts 1862; Burns 87-115, 87-211 to 87-214; Baldwin 1197, 1192 to 1195.

93/ Acts 1925, 1937; Burns, 1937 suppl., 62-630; Baldwin, 1937 suppl., 10267.

94/ Acts 1927; Burns 46-3207; Baldwin 14637.

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Floor plans of first Floor to appear here.

HOUSING, CARE, AND RECREATION OF THE DEAF

The Ohio County courthouse, built in 1910, is situated on a public square at the intersection of Main and Mulberry Streets in the town of Rising Sun. A colonial structure, it is rather small compared with the average size of buildings of this type: it is 40' in length, 44' in width, and 33' in height. From the portico at the front, two stairways lead, on the outside of the building, to the second floor. Only seven rooms in the courthouse house county records: the clerk's office and vault, the auditor's and recorder's office and vault, the treasurer's office and vault, and the office of the superintendent of schools, all located on the first floor.

Board of Commissioners

All the records of the board of commissioners are in the auditor's and recorder's vault.

County Council

All the records of the county council are in the auditor's and recorder's office.

Clerk of the Circuit Court

The clerk's office lies at the northeast corner of the first floor, and his vault lies between his office and the office of the superintendent of schools. The office is 23' by 19' by 14', and has a wooden floor, plastered walls, and a metal

Floor plans of second floor to appear here.

Housing, Care, and Accessibility of the Records

ceiling; the vault is 14' by 8' by 10', and has a concrete floor, brick walls, and a brick ceiling. Both are well lighted and well ventilated, and, in both rooms, satisfactory accommodations are provided for users of the records. The office contains 60' of volumes on shelving and 5' of unbound records in filing cabinets; space for expansion of the volumes is available, but additional cabinets will be needed for the unbound records. In the vault 70' of volumes and 21% of unbound records in file boxes 10" deep entirely occupy the shelving, and no space can be obtained for more. Most of the clerk's records are kept in his office but records of the district court are kept there. Seventy-nine per cent of the clerk's records are in his vault and 21% in the coal shed.

Recorder

The recorder occupies an office and a vault jointly with the auditor. The office is located at the northwest corner of the first floor, and the vault adjoins the office to the east. These rooms are identical in size and width, and similar in construction and condition to the clerk's office and vault. The office is equipped with 25' of shelving, on which 15' of unbound records in file boxes 12" deep. Shelving in the vault is wholly occupied by 70' of volumes and 20' of unbound records in file boxes 6" deep, and no space for additional shelving is available. Four per cent of the auditor's records are in the office and 96% in the vault.

Housing, Care, and Accessibility of the Records

Circuit Court

Two per cent of the circuit court records are in the clerk's office, 97% in the clerk's vault, and 1% in the coal shed.

Sheriff

Forty per cent of the sheriff's records are kept at his residence [For which no details are available at present], and 60% in the auditor's and recorder's vault.

Coroner

Forty per cent of the coroner's records are in the clerk's vault, and 60% in the auditor's and recorder's vault.

Assessor

All the assessor's records are in the auditor's and recorder's vault.

Board of Review

All the records of the board of review are in the auditor's and recorder's vault.

Board of Tax Adjustment

All the records of the board of tax adjustment are in the auditor's and recorder's vault.

Housing, Care, and Accountability of the Records

Board of Finance

All the records of the board of finance are in the auditor's and recorder's vault.

Treasurer

The treasurer's office is located at the southeast corner of the first floor. His vault lies in the center of the courthouse. [No details on the office have been obtained as yet]. The vault, 9' by 6' by 9', has a concrete floor and plastered walls and ceiling, and is well lit and well ventilated. Its 60' of shelving carry 50' of volume and 10' of unknown records in file boxes 10" deep; there is no space for additional shelving. The treasurer's office houses 1% of his records; his vault, 65%; the auditor's and recorder's vault, 3%; and coal shed, 32%.

Auditor

One volume of the auditor's records is in the auditor's and recorder's office, 93% in the auditor's and recorder's vault (these rooms are described above), and 7% in the coal shed.

Registration Officer

All the registration officer's records are in the clerk's vault.

Housing, Care, and Accessibility of the Records

Board of Education

All the records of the board of education are in the office of the superintendent of schools.

Superintendent of Schools

An office at the southeast corner of the first floor is occupied by the superintendent of schools. His office, whose dimensions are 16' by 14' by 10', has a wooden floor, plastered walls, and a plastered ceiling, and is well lighted and well ventilated. Its 40' of wooden shelving carry 1' of volumes and 2' of unbound records in this exact 16" deep. Eighty-nine per cent of the superintendent's records and all the records of the board of education are in this room. Adequate accommodations are provided for users.

Health Commissioners

The health commissioner's office is located at present in the professional office of the incumbent, Dr. Hansell, at his residence in Rising Sun. All his records, consisting of 2' of volumes, are kept in the waiting room of his office. Housing conditions in general are good.

Department of Public Welfare

The office of the department of public welfare is located in a frame residence at 611 Main Street, Rising Sun. Having a

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Housing, Care, and Accessibility of the Records

wooden floor and plastered walls and ceiling, the room is in good condition, and is well lighted and well ventilated. One foot of volumes and 3' of unbound records in file boxes 10" deep are housed here. No additional equipment is needed for the proper housing of records in this room, in which all the records of the department of public welfare are kept.

11-17-33

Surveyor

All the records of the surveyor are in the auditor's and recorder's vault.

Highway Supervisor

All the records of the highway supervisor are in the auditor's and recorder's office.

Storage Room

In the courthouse coal shed, old records of the county offices are housed. The shed has a dirt floor, stone walls, and a wooden ceiling. Naturally, it is dirty and damp. The records are stacked on the dirt floor. Twenty-one per cent of the clerk's records, 1% of the records of the circuit court, 32% of the treasurer's records, and 7% of the auditor's records are kept here.

4. LIST OF ABBREVIATIONS, SYMBOLS, AND INITIALS, ETC.

The Style Manual of the United States Government Printing Office is the authority followed herein.

Acts	<u>Session</u> Laws of the State of Indiana (commonly referred to by binder's title, Acts).
agr. agt.	agricultural agent, agricultural agent's
alph.	alphabetical, alphabetically
arr.	arranged
art.	article
assr.	assessor, assessor's
aud.	auditor, auditor's
Baldwin	BALDWIN, WILLIAM A. AND, editor. <u>1900</u> <u>1901</u> <u>1902</u> <u>1903</u> <u>1904</u> <u>1905</u> <u>1906</u> <u>1907</u> <u>1908</u> <u>1909</u> <u>1910</u> <u>1911</u> <u>1912</u> <u>1913</u> <u>1914</u> <u>1915</u> <u>1916</u> <u>1917</u> <u>1918</u> <u>1919</u> <u>1920</u> <u>1921</u> <u>1922</u> <u>1923</u> <u>1924</u> <u>1925</u> <u>1926</u> <u>1927</u> <u>1928</u> <u>1929</u> <u>1930</u> <u>1931</u> <u>1932</u> <u>1933</u> <u>1934</u> <u>1935</u> <u>1936</u> <u>1937</u> <u>1938</u> <u>1939</u> <u>1940</u> <u>1941</u> <u>1942</u> <u>1943</u> <u>1944</u> <u>1945</u> <u>1946</u> <u>1947</u> <u>1948</u> <u>1949</u> <u>1950</u> <u>1951</u> <u>1952</u> <u>1953</u> <u>1954</u> <u>1955</u> <u>1956</u> <u>1957</u> <u>1958</u> <u>1959</u> <u>1960</u> <u>1961</u> <u>1962</u> <u>1963</u> <u>1964</u> <u>1965</u> <u>1966</u> <u>1967</u> <u>1968</u> <u>1969</u> <u>1970</u> <u>1971</u> <u>1972</u> <u>1973</u> <u>1974</u> <u>1975</u> <u>1976</u> <u>1977</u> <u>1978</u> <u>1979</u> <u>1980</u> <u>1981</u> 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<u>2065</u> <u>2066</u> <u>2067</u> <u>2068</u> <u>2069</u> <u>2070</u> <u>2071</u> <u>2072</u> <u>2073</u> <u>2074</u> <u>2075</u> <u>2076</u> <u>2077</u> <u>2078</u> <u>2079</u> <u>2080</u> <u>2081</u> <u>2082</u> <u>2083</u> <u>2084</u> <u>2085</u> <u>2086</u> <u>2087</u> <u>2088</u> <u>2089</u> <u>2090</u> <u>2091</u> <u>2092</u> <u>2093</u> <u>2094</u> <u>2095</u> <u>2096</u> <u>2097</u> <u>2098</u> <u>2099</u> <u>2100</u> <u>2101</u> <u>2102</u> <u>2103</u> <u>2104</u> <u>2105</u> <u>2106</u> <u>2107</u> <u>2108</u> <u>2109</u> <u>2110</u> <u>2111</u> <u>2112</u> <u>2113</u> <u>2114</u> <u>2115</u> <u>2116</u> <u>2117</u> <u>2118</u> <u>2119</u> <u>2120</u> <u>2121</u> <u>2122</u> <u>2123</u> <u>2124</u> <u>2125</u> <u>2126</u> <u>2127</u> <u>2128</u> <u>2129</u> <u>2130</u> <u>2131</u> <u>2132</u> <u>2133</u> <u>2134</u> <u>2135</u> <u>2136</u> <u>2137</u> <u>2138</u> <u>2139</u> <u>2140</u> <u>2141</u> <u>2142</u> <u>2143</u> <u>2144</u> <u>2145</u> <u>2146</u> <u>2147</u> <u>2148</u> <u>2149</u> <u>2150</u> <u>2151</u> <u>2152</u> <u>2153</u> <u>2154</u> <u>2155</u> <u>2156</u> <u>2157</u> <u>2158</u> <u>2159</u> <u>2160</u> <u>2161</u> <u>2162</u> <u>2163</u> <u>2164</u> <u>2165</u> <u>2166</u> <u>2167</u> <u>2168</u> <u>2169</u> <u>2170</u> <u>2171</u> <u>2172</u> <u>2173</u> <u>2174</u> <u>2175</u> <u>2176</u> <u>2177</u> <u>2178</u> <u>2179</u> <u>2180</u> <u>2181</u> <u>2182</u> <u>2183</u> <u>2184</u> <u>2185</u> <u>2186</u> <u>2187</u> <u>2188</u> <u>2189</u> <u>2190</u> <u>2191</u> <u>2192</u> <u>2193</u> <u>2194</u> <u>2195</u> <u>2196</u> <u>2197</u> <u>2198</u> <u>2199</u> <u>2200</u> <u>2201</u> <u>2202</u> <u>2203</u> <u>2204</u> <u>2205</u> <u>2206</u> <u>2207</u> <u>2208</u> <u>2209</u> <u>2210</u> <u>2211</u> <u>2212</u> <u>2213</u> <u>2214</u> <u>2215</u> <u>2216</u> <u>2217</u> <u>2218</u> <u>2219</u> <u>2220</u> <u>2221</u> <u>2222</u> <u>2223</u> <u>2224</u> <u>2225</u> <u>2226</u> <u>2227</u> <u>2228</u> <u>2229</u> <u>2230</u> 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<u>2895</u> <u>2896</u> <u>2897</u> <u>2898</u> <u>2899</u> <u>2900</u> <u>2901</u> <u>2902</u> <u>2903</u> <u>2904</u> <u>2905</u> <u>2906</u> <u>2907</u> <u>2908</u> <u>2909</u> <u>2910</u> <u>2911</u> <u>2912</u> <u>2913</u> <u>2914</u> <u>2915</u> <u>2916</u> <u>2917</u> <u>2918</u> <u>2919</u> <u>2920</u> <u>2921</u> <u>2922</u> <u>2923</u> <u>2924</u> <u>2925</u> <u>2926</u> <u>2927</u> <u>2928</u> <u>2929</u> <u>2930</u> <u>2931</u> <u>2932</u> <u>2933</u> <u>2934</u> <u>2935</u> <u>2936</u> <u>2937</u> <u>2938</u> <u>2939</u> <u>2940</u> <u>2941</u> <u>2942</u> <u>2943</u> <u>2944</u> <u>2945</u> <u>2946</u> <u>2947</u> <u>2948</u> <u>2949</u> <u>2950</u> <u>2951</u> <u>2952</u> <u>2953</u> <u>2954</u> <u>2955</u> <u>2956</u> <u>2957</u> <u>2958</u> <u>2959</u> <u>2960</u> <u>2961</u> <u>2962</u> <u>2963</u> <u>2964</u> <u>2965</u> <u>2966</u> <u>2967</u> <u>2968</u> <u>2969</u> <u>2970</u> <u>2971</u> <u>2972</u> <u>2973</u> <u>2974</u> <u>2975</u> <u>2976</u> <u>2977</u> <u>2978</u> <u>2979</u> <u>2980</u> <u>2981</u> <u>2982</u> <u>2983</u> <u>2984</u> <u>2985</u> <u>2986</u> <u>2987</u> <u>2988</u> <u>2989</u> <u>2990</u> <u>2991</u> <u>2992</u> <u>2993</u> <u>2994</u> <u>2995</u> <u>2996</u> <u>2997</u> <u>2998</u> <u>2999</u> <u>3000</u> <u>3001</u> <u>3002</u> <u>3003</u> <u>3004</u> <u>3005</u> <u>3006</u> <u>3007</u> <u>3008</u> <u>3009</u> <u>3010</u> <u>3011</u> <u>3012</u> <u>3013</u> <u>3014</u> <u>3015</u> <u>3016</u> <u>3017</u> <u>3018</u> <u>3019</u> <u>3020</u> <u>3021</u> <u>3022</u> <u>3023</u> <u>3024</u> <u>3025</u> <u>3026</u> <u>3027</u> <u>3028</u> <u>3029</u> <u>3030</u> <u>3031</u> <u>3032</u> <u>3033</u> <u>3034</u> <u>3035</u> <u>3036</u> <u>3037</u> <u>3038</u> <u>3039</u> <u>3040</u> <u>3041</u> <u>3042</u> <u>3043</u> <u>3044</u> <u>3045</u> <u>3046</u> <u>3047</u> <u>3048</u> <u>3049</u> <u>3050</u> <u>3051</u> <u>3052</u> <u>3053</u> <u>3054</u> <u>3055</u> <u>3056</u> <u>3057</u> <u>3058</u> <u>3059</u> <u>3060</u> 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List of Abbreviations, Symbols, and Supplementary Words

C. C.	County Courthouse
ch.	chapter
chron.	chronological, chronologically
clk.	clock, clerk's
Const.	Constitution of Indiana (refers to present constitution unless date follows,
hdw.	handwritten
hlth. comr.	health commissioner, health commission's
<u>ibid.</u>	ibidem (not referenced in immediately foregoing)
Ind.	Indiana; Indiana Reports (when preceded by the volume number, reference is to the official state court reports).
Laws Ind. Terr.	Laws of Indiana Territory, 1801-1800.
Laws N. W. Terr.	Laws of the Northwest Territory, 1800-1789-1800.
mi.	mile
no., nos.	number, numbers
off.	office
p., pp.	page, pages
pros. atty.	prosecuting attorney, prosecuting attorney's
pt.	part
publ. wfr.	public welfare
prt.	private
rec.	record
recr.	recorder, recorder's
Rev. Laws	Revised Laws of Indiana
Rev. Stat.	Revised Statutes of Indiana

List of Abbreviations, Symbols, and Explanatory Notes

rm.	room
sec.	section
shf.	sheriff, shoriff's
spc. sess.	special session
stat.	statutes
stg.	storage
suppl.	supplement
sur.	surveyor, surveyor's
supt.	superintendent, superintendent's
tr.	treasurer, treasurer's
twp.	township
U. S.	United States
vol., vols.	volume, volumes
--	current
'	foot, feet
"	inch, inches (omitted after dimensions in entries)
x	by

Other abbreviations in common use are occasionally used.

Explanatory Notes

The inventory of the records of each bureau is preceded by an essay explaining its legal status and functions. As a comparative basis for the dates of the records, the inception date of each office may be taken as either the date of the organization of the county or, if the office was established later, the year of the act inaugurating it.

List of Abbreviations, Symbols, and Explanatory Notes

Entries are grouped under an outline classification, using headings and subheadings according to relative functions. Every entry has two parts or paragraphs: Title and description. Occasionally an entry may have a third (cross-reference) paragraph.

1. The title paragraph consists of:

Entry number. The entries are numbered consecutively.

Exact title (in capitals and small capitals) as it appears on the record. Titles enclosed in brackets are supplied by The Historical Records Survey, if the volume or file bears no title. Supplementary titles (in capitals and lower-case letters), enclosed in brackets, are also supplied where it is necessary to explain the types of records more fully, or where the exact title borne by the record is incorrect or misleading.

Dates of the period covered by the record, showing inclusive beginning and ending dates by years only. In a divided year, the month and day are given unless unascertainable. A dash in place of an ending date denotes a continuous open record.

Quantity.

Markings, if a series or a part of a series. Where the entry consists of one unit, marked 1, the marking is omitted; if otherwise marked, except by dates, marking is given. If the marking is inconsistent or confusing, the notation "labeling varies" or "numbering varies" follows the quantity.

List of Abbreviations, Symbols, and Explanatory Notes

Missing volumes.

Subtitles or variations in title.

II. The description consists of:

A complete description of the record, the contents, and its purpose, with a resume of the column headings or subjects treated.

Method of arrangement or indexing, if any.

Nature of recording. Modern records are almost exclusively in printed form, filled in by hand or typewriter as stated in entry.

Condition. If good or excellent, it is omitted.

Number of pages averaged for a series.

Size, in the order of height, width, and depth, averaged for a series, is given in inches; hence the inch sign is omitted.

Location. The place of custody (the room in which the records are located) is given in the entry, and refers to the courthouse unless another building is specified.

III. Cross-references are made to other entries:

For records which have related functions.

For records having earlier or later recordings under a different title or type of record.

For records on which supplementary information may be found in other entries.

Whenever an entry contains more than one type of record, all the data are given in a master entry under the actual title or under a complete title, if supplied, with reference to

List of Abbreviations, Symbols, and Explanatory Notes

subordinate entries for each part. The subordinate entries consist of title, dates, and description only.

PART B. COUNTY OFFICES AND THEIR RECORDS

I. BOARD OF COMMISSIONERS

The board of commissioners is a statutory body comprising three members 1/ elected for terms of three years. The county is divided into three districts from each of which one member is elected by the electorate of the entire county. 2/ Terms are so arranged that no two members take office in the same year. 3/

Ohio County has had a board for doing county business since 1844, the date of its organization, under the authority of an act of 1831 which established the board of commissioners consisting of three elective members 4/ in its present form, and the revised statutes of 1852 confirmed it. 5/

The board is the administrative agency of the county and exercises all powers for the transaction of county business conferred by law. 6/ In 1899 the fiscal powers were vested exclusively in the county council, which was then created. 7/

The board of commissioners is a body corporate and politic by the name and style of "The Board of Commissioners of the County of Ohio", and as such, and in such name, may sue and be sued, possessing duties, rights, and powers incident to corporations. 8/ It meets in regular sessions beginning on the first Monday of every month 9/ and in special sessions called for specifically stated business by the auditor, its clerk ex officio, 10/ or, in case of death or disqualification, by the clerk of the circuit court or recorder, respectively. 11/ Any two members constitute a quorum to do business. 12/

Board of Commissioners

(Next entry 1, page 45)

Its principal functions are: Control of county property, allowance of claims against the county, auditing accounts of all officers handling county money, 13/ and exercise of the right of eminent domain. 14/ Other powers, in specific instances, have been conferred upon the board by the legislature: Letting of contracts for county buildings; 15/ purchase of materials and supplies; 16/ supervision of maintenance of roads, bridges, and culverts; 17/ preparation of the annual budget estimates; 18/ abolition or change of township or precinct boundary lines; 19/ establishment and maintenance of libraries 20/ and hospitals; 21/ authorization of payment of bounties; offering of rewards; 22/ and authorization of subscription to and preservation of public newspapers printed in the county. 23/

Besides its administrative functions, the board sits as a court in the trial of causes concerning county business. For the transaction of business it adopts its own regulations, but for court sessions it must comply, so far as practicable, with the rules for conducting business in the circuit court. 24/ Appeals from its decisions can be taken to the circuit court pursuant to statute. 25/

The commissioners, by virtue of their office, were constituted a board of turnpike directors by an act of 1879, for the management and control of all free turnpikes in the county. Each director had personal supervision of his district. The powers of the board were to appoint suitable persons to supervise the work of repairs, contract for labor materials, and enter upon lands to take gravel, giving certificates in payment. The board appointed its clerk, 26/ until

an act of 1905 made the auditor ex officio the clerk. 27/ This board was abolished in 1913, and the highways were placed in charge of a superintendent of highways appointed by the commissioners. 28/ This office was likewise abolished twenty years later. The supervision of highways became a duty of the surveyor, 29/ unless the commissioners appoint a highway supervisor. 30/

The auditor, as clerk of the board of commissioners, attends its meetings, keeps a record of the proceedings, and preserves all the books and papers touching the business of the county in his office. 31/

All the records are located in the courthouse.

- 1/ 1 Rev. Stat. 1852, Acts 1929; Burns 26-601; Baldwin 5215.
- 2/ 1 Rev. Stat. 1852; Burns 26-602; Baldwin 5216.
- 3/ Acts 1885; Burns 26-604; Baldwin 5218.
- 4/ Rev. Laws 1831, ch. 20, sec. 1.
- 5/ 1 Rev. Stat. 1852, ch. 20, sec. 1.
- 6/ Acts 1817, ch. 15, sec. 1. Const., art. 6, sec. 10. 1 Rev. Stat. 1852, ch. 20, sec. 13.
- 7/ Acts 1899; Burns 26-501, 26-515; Baldwin 5365, 5379. Acts 1899, 1921, 1929; Burns 26-532; Baldwin 5396.
- 8/ 1 Rev. Stat. 1852; Burns 26-606; Baldwin 5220.
- 9/ Acts 1899; Burns 26-550; Baldwin 5221.
- 10/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418. Acts 1899; Burns 26-610; Baldwin 5223.
- 11/ Acts 1863; Burns 26-607; Baldwin 5222.
- 12/ 1 Rev. Stat. 1852, Acts 1929; Burns 26-601; Baldwin 5215.
- 13/ 1 Rev. Stat. 1852, Acts 1935; Burns, 1937 suppl., 26-620; Baldwin, 1935 suppl., 5236.
- 14/ Acts 1899; Burns 26-2101 to 26-2106; Baldwin 5109 to 5114; Acts 1919; Burns 36-303; Baldwin 8861. Acts 1935; Burns, 1937 suppl., 36-711; Baldwin, 1935 suppl., 8861-1. Acts 1937; Burns, 1937 suppl., 26-640; Baldwin, 1937 suppl., 5236-1.
- 15/ Acts 1907; Burns 26-2002, 26-2004; Baldwin 5101, 5103.
- 16/ Acts 1899; Burns 26-535; Baldwin 5400. Acts 1899, 1903, 1935; Burns 26-536; Baldwin 5401.
- 17/ Acts 1919; Burns 36-301; Baldwin 8859.
- 18/ Acts 1899; Burns 26-516, 26-519; Baldwin 5380, 5383.
- 19/ Acts 1859; Burns 26-701; Baldwin 16055. Acts 1919; Burns 26-705; Baldwin 16059.
- 20/ 1 Rev. Stat. 1852; Burns 41-501. Acts 1917, 1921, 1927; Burns 41-510; Baldwin 10321.
- 21/ Acts 1903; Burns 22-3201; Baldwin 4507.

Board of Commissioners--Court Proceedings and Reports

(1-3)

22/ 1 Rev. Stat. 1852, Acts 1875, 1883, 1899, 1911; Burns
 26-1101 to 26-1106; Baldwin 3802, 5288 to 5290, 5293, 5294.
 23/ 1 Rev. Stat. 1852; Burns 26-626; Baldwin 5205.
 24/ 1 Rev. Stat. 1852; Burns 26-617; Baldwin 5228.
 25/ 1 Rev. Stat. 1852; Burns 26-901; Baldwin 5277. Acts 1879
 (Sp. Sess.); 1885; Burns 26-820; Baldwin 5275.
 26/ Acts 1879 (Sp. Sess.), ch. 115, sec. 1.
 27/ Acts 1905, ch. 167, sec. 85.
 28/ Acts 1913, ch. 330, sec. 1.
 29/ Acts 1933; Burns 36-1101; Baldwin 8699.
 30/ Acts 1933; Burns 36-1110; Baldwin 8708.
 31/ 1 Rev. Stat. 1852; Burns 26-611, 26-621, 49-3004; Baldwin
 5226, 5238, 5418.

Court Proceedings and Reports

1. COMMISSIONERS' RECORD, 1845--. 15 vols. (1-15).

Record of proceedings of the board of commissioners, showing date of meeting, names of members present, order of business, proceedings, disposal, and final action taken. Indexed alph. by titles of business transacted. Hdw. 490 pp. 18 x 14 x 3. Reor. and Aud. vt.

Bond Issues

2. MISCELLANEOUS BOND RECORD, 1841--. 6 vols. (1-6).

Record of municipal bonds issued, showing dates of issue and maturity, bond and coupon numbers, denominations, nature of ^{and} issue, amount of issue, and interest and installment amounts. Arr. chron. Hdw. 500 pp. 16 x 12 x 2 $\frac{1}{2}$. Aud. and Recr. rec. rm.

Bids

3. BIDDERS' RECORD, Feb.-May 1936. 1 vol.

Record of contract bids submitted to commissioners, showing date, name and address of bidder, type and location of work, decision, award of commissioners, and nature of service. No index. Hdw. 125 pp. 14 x 14 x 1. Aud. and Recr. vt.

For prior records, see entry 1.

Board of Commissioners--Claims and Allowances

(4-7)

Claims and Allowances

4. COMMISSIONERS' CLAIM AND ALLOWANCE RECORD, 1845--. 3 vols.
(1-3).

Record of claims and allowances, showing date, nature, number, and amount of claim; name of claimant; amount allowed; and warrant number. Arr. chron. Hdw. 375 pp. 16 x 12 x 3. Aud. vt.

5. COMMISSIONERS' ALLOWANCE RECORD, 1891--. 70 file boxes;
1 file drawer.

Claim allowances, showing dates filed and awarded; names of claimant, contractor, and surety; amounts awarded and appropriated; nature of service; type of construction and repairs; and location. No index. File drawer, 12 x 18 x 6; file box, 4 x 4 x 12. Aud. and Recr. vt.

6. OLD AGE PENSION RECORD, 1933-36. 1 vol.

Record of applications for old age pensions, showing date awarded; name, address, age, sex, and birthplace of applicant; and amount of pension allowed. Indexed alph. by names of applicants. Typed. 200 pp. 18 x 13 x 2. Aud. and Recr. vt.

For other old age pension records, see entry 163.

Roads and Bridges

7. ROAD RECORDS, 1900--. 1 file drawer.

Reports of the maintenance of county roads, showing date approved; names of road, county, township, and engineer; and cost of repairs and material used. No index. 12 x 18 x 6. Recr. vt.

Board of Commissioners--Roads and Bridges

(8)

8. BRIDGE REPORTS, 1879-- . 12 file drawers.

Reports of proceedings of board preceding the letting of contracts for construction of and repairs to bridges, showing date and place of meeting, specifications, plans approved, and costs discussed.

No index. 6 x 14 x 16. Aud. vt.

(Next entry 9, page 50)

II. COUNTY COUNCIL

In 1899 the legislature created "The Ohio County Council". 1/ This council consists of seven members who are elected for terms of four years and must be qualified voters and resident freeholders of the county. One member is elected from each of four councilmanic districts by the voters of the districts, and three members are elected by the voters of the county at large. 2/ The council elects its president from its membership, and the auditor serves as clerk. 3/ The sheriff is required to execute the orders of the council. 4/

The regular annual meeting of the council is held on the first Tuesday after the first Monday of September for the purpose of fixing the tax rate, imposing the tax levy, and making appropriations, and continues from day to day until its business is completed. Special meetings may be called by the auditor or a majority of the members. 5/ All sessions must be public. 6/ Although a majority of the council constitutes a quorum, the passage of ordinances requires majority of all members, 7/ and extraordinary majorities are required by law in certain instances: A three-fourths vote to increase or insert an item in the budget estimates submitted by the county agencies through the auditor; 8/ a two-thirds vote of all members to make additional appropriations at special meetings. 9/

The power of fixing the tax rate for county purposes and for all purposes where it is not fixed by law and is required to be

County Council

(Next entry, 9, page 50)

uniform throughout the county, is vested exclusively in the council, likewise the power of making appropriation of money to be paid out of the county treasury. 10/ The council passes on all budget estimates submitted by county officials 11/ and makes emergency appropriations. 12/

The council has exclusive power to authorize the borrowing of money for the county and the issuing of bonds. 13/ No sale or purchase by the county of real estate of the value of \$1,000 or more can be made without authorization by the council. 14/

The auditor, as clerk of the council, keeps a journal of its proceedings, and also keeps and preserves in his office its files and papers. 15/

The records are located in the auditor--recorder's office in the courthouse.

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- 1/ Acts 1899; Burns 26-501; Baldwin 5365.
2/ Acts 1899; Burns 26-502, 26-504; Baldwin 5366, 5368.
 Acts 1907; Burns 26-505; Baldwin 5369.
3/ Acts 1899, 1931; Burns 26-507; Baldwin 5371. Acts 1899;
 Burns 26-508; Baldwin 5373.
4/ Acts 1899; Burns 26-510; Baldwin 5374.
5/ Acts 1899; 1931; Burns 26-507; Baldwin 5371.
6/ Acts 1899; Burns 26-508; Baldwin 5372.
7/ Acts 1899; Burns 26-511; Baldwin 5375.
8/ Acts 1899; Burns 26-520; Baldwin 5384.
9/ Acts 1899, 1907, 1913, 1937; Burns, 1937 suppl., 26-521,
 Baldwin, 1937 suppl., 5385.
10/ Acts 1899; Burns 26-515, 26-520; Baldwin 5379, 5384.
11/ Acts 1899; Burns 26-520; Baldwin 5384.
12/ Acts 1899, 1907, 1913, 1937; Burns, 1937 suppl., 26-521;
 Baldwin, 1937 suppl., 5385.
13/ Acts 1899, 1921, 1921; Burns 26-532; Baldwin 5396.
14/ Acts 1899; Burns 26-534; Baldwin 5399.
15/ Acts 1899; Burns 26-509; Baldwin 5373.

County Council.

(9)

9. RECORD OF COUNTY COUNCIL, PROCEEDINGS, 1899-- . 1 vol.
 Minutes of meetings of council, showing date of meeting, names
 of members present, subjects discussed, and general proceedings.
 Arr. chron. Hdw. 600 pp. 18 x 13 x 3. Aud-Recr. off.

(Next entry 10, page 53)

III. CLERK OF THE CIRCUIT COURT

The clerk of the circuit court, commonly referred to as "county clerk", is a constitutional officer, elected for a four-year term. No person is eligible to the office of clerk of the circuit court for more than eight years in any twelve-year period. 1/ The clerk is required to give bond in the amount fixed by the board of commissioners. 2/

Prior to the Constitution of 1851, the office of clerk of the circuit court was established under the authority of the Constitution of 1816. 3/

The clerk of the circuit court is required to draw up a record of the proceedings of the court daily, 4/ to administer all oaths, 5/ and to receive payments for all judgments on record in his office. 6/

In addition to his court duties, numerous other duties are imposed upon the clerk by statute. He serves ex officio as registration officer for the county 7/ and as a member and clerk of the county election boards. 8/

Other important duties of the clerk are the issuance of marriage licenses; 9/ professional licenses, such as physicians', 10/ dentists', 11/ and optometrists'; 12/ hunting, trapping, and fishing licenses; 13/ and business licenses, such as poultry dealers' 14/ and junk dealers' 15/ He approves, files, and keeps a record of the bonds of county and township officers, unless other provision is made by law, 16/ and of notaries; 17/ and registers the certificates of trained nurses. 18/

Clerk of The Circuit Court

(Next entry 10, page 53)

The clerk is required to preserve in his office all records and writings appertaining to his official duties, to indorse the time of filing of all papers, and in addition to these records, to keep all necessary judges', appearance, bar, judgment, and execution dockets; order and final record books; a complete record of all causes involving title to land including a lis pendens record, of all criminal causes for felony, and of all other cases upon request; 19/ a cash book; 20/ and a fee register, 21/ He records certificates of firms and partnerships doing business under any name, designation, or title other than the real names of their members. 22/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2. 2 Rev. Stat. 1852; Burns 49-2701; Baldwin 1427.

2/ Acts 1875; Burns 49-2703, 49-2704; Baldwin 1430, 1431.

3/ Const. 1816, art. 5, sec. 8.

4/ 2 Rev. Stat. 1852, Acts 1865, 1933; Burns 4-324; Baldwin 1413.

5/ 2 Rev. Stat. 1852; Burns 49-2708; Baldwin 1435.

6/ Acts 1875; Burns 49-2719; Baldwin 1438.

7/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.

8/ Acts 1905, 1027; Burns 29-1401; Baldwin 7377. Acts 1915, 1917; Burns 29-504; Baldwin 7160. Acts 1899; Burns 29-1002; Baldwin 7109.

9/ Acts 1852; Burns 44-201; Baldwin 5622.

10/ Acts 1897; Burns 63-1303; Baldwin 10705.

11/ Acts 1913, 1931, 1935; Burns, 1937 suppl., 63-504; Baldwin, 1935 suppl., 5589.

12/ Acts 1907, 1935; Burns, 1937 suppl., 63-1011; Baldwin, 1935 suppl., 13182.

13/ Acts 1933; Burns, 1937 suppl., 11-1403; Baldwin, 1937 suppl., 8229-3.

14/ Acts 1917, 1929, 1932 (Sp. Sess.); Burns 42-802; Baldwin 10486.

Clerk of The Circuit Court--Official Bonds

(10-13)

15/ Acts 1905; Burns 49-703; Baldwin 10462.16/ 1 Rev. Stat. 1852; Burns 49-105; Baldwin 13063. Acts 1857; Burns 49-124; Baldwin 13077. 2 Rev. Stat. 1852; Burns 49-2706, Baldwin 1433.17/ 1 Rev. Stat. 1852, Acts 1755; Burns 49-3503; Baldwin 13016.18/ Acts 1905, 1913, 1931; Burns 63-903; Baldwin 13036.19/ 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1433. Acts 1881 (Spec. Sess.); Burns 2-813, 2-3314; Baldwin 94, 524.20/ Acts 1879 (Spec. Sess.); Burns 49-2722; Baldwin 1422. Acts 1937; Burns, 1937 suppl., 61-623; Baldwin, 1937 suppl., 13844-44.21/ Acts 1879 (Spec. Sess.); Burns 49-2723; Baldwin 1443.22/ Acts 1909; Burns 50-201; Baldwin 13210, 13211.

Official Bonds

10. OFFICIAL BOND RECORD, 1854--. 3 vols. (1-3).

Record of bonds posted by county and township officials, showing date posted, names of applicant and sureties, number and amount of bond, and tenure of office. Indexed alph. by names of officials. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

11. OFFICIAL BONDS, 1889-1919. 1 vol.

Original surety bonds, showing names of applicant and sureties; number, purpose and amount of bond, and dates of issue and maturity. Arr. chron. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

Licenses

Marriage

12. MARRIAGE RECORD, 1844--. 5 vols. (2-6).

Record of marriages, showing date; names, ages, color, addresses, and occupations of bride and groom; names of father and mother of both parties; place of marriage; and name and title of person performing marriage. Indexed alph. by names of grooms. Hdw. 500 pp. 16 x 12 x 2. Clk. vt.

13. GENERAL INDEX TO MARRIAGE RECORD, 1844-81, 1 vol.

Index to marriage record, showing names, ages, and residences of groom and bride; and volume and folio of marriage record, Indexed alph. by names of grooms. Hdw. 650 pp. 16 x 12 x 2. Clk. vt.

For subsequent records, see entry 12.

14. RECORD OF MARRIAGE AFFIDAVITS, 1903-4. 1 vol.

Record of affidavits made by applicants for marriage licenses, showing date; names of bride, groom, and parents; birthplaces and residences of applicants; and occupation of groom. Indexed alph. by names of grooms. Hdw. 650 pp. 18 x 13 x 3. Clk. vt.

Professional

15. RECORD OF PHYSICIAN'S LICENSES, 1885--. 2 vols. (1-2).

Record of applications for physicians' licenses, showing dates of graduation and issuance of license; name, age, and residence of applicant; name of college; college grades made; branch of medicine; and qualifications for practice. Indexed alph. by names of applicants. Hdw. 110 pp. 15 x 14 x 1. Clk. vt.

16. RECORD OF DENTIST LICENSES, 1899--. 1 vol.

Record of applications to practice dentistry, showing date; name, age, birthplace, and residence of applicant; qualifications stated; and affidavit. Indexed alph. by names of applicants. Hdw. 80 pp. 11 x 15 x $\frac{1}{2}$. Clk. vt.

Business

17. RECORD OF DEALER'S LICENSE, 1905--. 1 vol.

Record of applications for junk dealers' licenses, showing date,

Clerk of The Circuit Court--Certificates (18-21).

name and address of applicant, license number, and fee. Indexed alph. by names of applicants. Hdw. 125 pp. 14 x 9 x $\frac{1}{2}$. Clk. vt.

18. RECORD OF POULTRY DEALER'S LICENSE, 1917--. 1 vol.

Record of applications for poultry dealers' licenses, showing date, names and address^{es} of applicants and witnesses, and license number. Indexed alph. by names of applicants. Hdw. 100 pp. 11 x 9 x $\frac{1}{2}$. Clk. vt.

Certificates

19. REGISTER OF INSURANCE CERTIFICATES, 1877-1911. 1 vol.

Record of certificates issued to insurance companies to transact business in county, showing names of company and agent, date of application, and file and certificate numbers. Indexed alph. by names of companies. Hdw. 200 pp. 16 x 11 x $\frac{1}{2}$. Clk. vt.

20. PERMITS TO CARRY FIREARMS, 1918--. 2 vols.

Record of permits to carry firearms, showing name of applicant; date of application; reason for permit; type of arms; and name, serial number, and maker of gun. Arr. chron. Hdw. 100 pp. 16 x 8 x 1. Clk. vt.

21. VETERINARY RECORD, 1902--. 1 vol.

Record of certificates issued to veterinarians, showing date of issue, tenure of license, and name and address of applicant. Arr. chron. Hdw. 100 pp. 12 x 9 x $\frac{1}{2}$. Clk. vt.

Clerk of The Circuit Court--Registers

(22-26)

Registers

22. REGISTER OF PHYSICIANS AND ACCOUCHEURS, 1881-1906.

1 vol.

Record of certificates issued physicians and accoucheurs, showing date; and name, address, and qualifications of applicant. Indexed alph. by names of applicants. Hdw. 100 pp. 9 x 14 x 1. Clk. vt.

23. RECORD OF ESTRAY, 1845-91. 1 vol.

Record of stray animals, showing date found; names of finder and impunder, owner, and justice of peace; description and appraisement of animal; and fees collected. Arr. chron. Hdw. 100 pp. 19 x 13 x 3/4. Clk. vt.

Receipts and Disbursements

24. CASH BOOK OF RECEIPTS AND DISBURSEMENTS, 1924--. 3 vols.

(1-3).

Record of receipts, disbursements, and balances, showing date; amount and source of revenue; amount disbursed; purpose; names of payee, payer, and depository; depository balance; and daily deposits. Arr. chron. Hdw. 270 pp. 18 x 13 x 2. Clk. vt.

25. CANCELED CHECKS, 1914--. 5 bdls.

Canceled checks, showing date, check number, amount, purpose, and names of payee and bank. No index. 4 x 6 x 10. Clk. vt.

26. OLD WARRANTS, 1900-1920. 8 bdls.

Canceled warrants, showing date, amount, to whom issued, purpose, and warrant number. No index. 4 x 2 x 6 1/2. Attic stg. rm.

(Next entry 27, page

IV. RECORDER

The recorder is a constitutional officer elected for a four-year term. No person is eligible to hold the office of recorder for more than eight years in any twelve-year period. The recorder is required to post bond in the amount of four thousand dollars. 1/

Prior to the Constitution of 1851, the office of recorder was established at the organization of Ohio County in 1844, under the authority of the Constitution of 1816 and an act of 1818 which provided for the election of a recorder in any new county formed. 2/

The title of this officer describes his functions--to make and preserve a public record of legal documents which by law he is bound to record, for both county officials and private persons. 3/ Of the many kinds of instruments recorded the more important are: Deeds and mortgages; 4/ chattel mortgages; 5/ satisfactions, cancelations, and assignments of any kind; 6/ releases; 7/ mechanic's liens; 8/ leases; 9/ articles of incorporation; 10/ certificates of admission for foreign corporations to do business in Indiana; 11/ cemetery deeds; 12/ and articles of cemetery associations. 13/ He also registers farm names. 14/

The forms and methods to be used by the recorder are described in detail in the statutes. He keeps an entry book in which he enters, as filed, all instruments delivered to him for recording, noting day and hour received, which time is the legal date of recording. 15/ In addition to the records enumerated above, he keeps a fee book and a cashbook, and enters therein, as received, all money received in his office. 16/ He is required to index his records, both in each

Recorder--Deeds, Titles, and Grants

(27)

volume and in complete or general indexes. 17/

All the records are located in the courthouse.

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- 1/ Const., art. 6, sec. 2. 1 Rev. Stat. 1852, Acts 1902; Burns 49-3201; Baldwin 5469.
 - 2/ Const. 1816, art. 11, sec. 10. Acts 1816-17, ch. 2, sec. 2.
 - 3/ 1 Rev. Stat. 1852, Acts 1925; Burns 49-3205; Baldwin 5470.
 - 4/ 1 Rev. Stat. 1852; Burns 49-3210; Baldwin 5475.
 - 5/ Acts 1935; Burns, 1937 suppl., 51-510; Baldwin, 1935 suppl., 13227-10. Acts 1935, 1937; Burns, 1937 suppl., 51-515; Baldwin, 1937 suppl., 13227-15.
 - 6/ Acts 1905; Burns 49-3203; Baldwin 5472. Acts 1935; Burns, 1937 suppl., 51-511; Baldwin, 1935 suppl., 13227-11.
 - 7/ 2 Rev. Stat. 1852; Burns 56-708; Baldwin 992. Acts 1935; Burns, 1937 suppl., 51-511; Baldwin, 1935 suppl., 13227-11.
 - 8/ Acts 1909; Burns 43-704; Baldwin 10508.
 - 9/ 1 Rev. Stat. 1852, Acts 1875, 1913, 1921, 1923; Burns 56-119; Baldwin 14671.
 - 10/ Acts 1929; Burns 25-219; Baldwin 4919. Acts 1935; Burns, 1937 suppl., 25-527; Baldwin, 1935 suppl., 4989-21.
 - 11/ Acts 1929; Burns 25-305; Baldwin 4963. Acts 1935; Burns, 1937 suppl., 25-527; Baldwin, 1935 suppl., 4989-21.
 - 12/ Acts 1925; Burns 21-223; Baldwin 4648.
 - 13/ 1 Rev. Stat. 1852; Burns 25-1520; Baldwin 10599.
 - 14/ Acts 1913; Burns 49-3226; Baldwin 5488.
 - 15/ 1 Rev. Stat. 1852; Burns 49-3211; Baldwin 14665. 1 Rev. Stat. 1852, Acts 1925; Burns 49-3205; Baldwin 5470.
 - 16/ Acts 1895; Burns 49-1401; Baldwin 7576.
 - 17/ 1 Rev. Stat. 1852; Burns 49-3209, 49-3217, 49-3218; Baldwin 5471, 5481, 5482. 1 Rev. Stat. 1852. Acts 1855; Burns 49-3216; Baldwin 5480.

Deeds, Titles and Grants

27. DEED RECORD, 1843--. 35 vols. (A-Z, 1-9). Title varies:

Tax Title Deed Record; School Fund Mortgage Record;

Quiet Title Record; Sheriff Deed Record.

Record of conveyances of title by deed and transfer, showing dates of execution and filing; names of grantee, grantor, and witnesses; description and location of property granted; type of deed; terms; covenants; and recitals. Indexed alph. by names of grantors. Hdw. 600 pp. 18 x 13 x 2½. Aud. and Recr. vt.

Recorder--Mortgages

(28-31)

28. GENERAL INDEX OF DEEDS, 1839--. 4 vols. (1-4).

General index of deeds, showing names of grantor and grantee, kind of deed, date recorded, consideration, description of land, and volume and page numbers of deed record. Arr. alph. by names of grantors. Hdw. 800 pp. 18 x 13 x 4. Aud. and Recr. vt.

29. DEEDS, 1879--. 200 file boxes.

Original deeds recorded and uncalled for, showing names of grantee and grantor, date recorded, description and location of property, kind of deed, consideration, terms, covenants, and recitals. No index. 2 x 4 x 12. Aud. and Recr. vt.

30. CEMETERY RECORD, 1925--. 1 vol.

Record of cemetery lots transferred, showing names of owner and purchaser, date recorded, and number, size, description, location, and purchase price of lot, Indexed alph. by names of purchasers. Hdw. 600 pp. 18 x 13 x 3. Aud. and Recr. vt.

Mortgages

Real Estate

31. MORTGAGE RECORDS, 1853--. 31 vols. (A-Z, 1-5).

Record of real estate and chattel mortgages, showing date recorded, amount of mortgage, names of mortgagor and mortgagee, description and location of property, agreement, consideration, satisfaction, and release. Indexed alph. by names of mortgagors. Hdw. 600 pp. 18 x 13 x 3. Aud. and Recr. vt.

Recorder--Mortgages

(32-35)

32. GENERAL INDEX OF MORTGAGES, 1845--. 4 vols. (1-4).

General index to mortgage records, showing names of mortgagor and mortgagee, kind of mortgage, date recorded, amount involved, and volume and page numbers of mortgage record. Arr. alph. by names of mortgagors. Hdw. 600 pp. 18 x 13 x 3. Aud. and Recr. off.

Chattels

33. CHATTEL MORTGAGE MINUTE BOOKS, 1935--. 1 vol.

Record of chattel mortgages, showing date and number of instrument, names of mortgagor and mortgagee, time recorded, amount involved, description of chattel, satisfaction, and release. Indexed alph. by names of mortgagors. Hdw. 275 pp. 18 x 13 x 3. Aud. and Recr. vt.

34. GENERAL INDEX TO CHATTEL MORTGAGES, 1935--. 1 vol.

General index to chattel mortgages, showing date recorded, names of mortgagor and mortgagee, number of instrument, amount involved, and volume and page of minute book. Indexed alph. by names of mortgagors and mortgagees. Hdw. 400 pp. 18 x 13 x 3. Aud. and Recr. vt.

35. CHATTEL MORTGAGES, 1900--. 1 file drawer.

Duplicate chattel mortgages, showing names of mortgagor and mortgagee, date recorded, number and amount of mortgage, and description of chattel. No index. 12 x 18 x 6. Aud. and Recr. off.

Liens

36. RECORD OF SIRES' LIENS, 1890-1918. 1 vol.

Liens to insure payment for services, showing date, description and record of sire, name and address of owner, and amount of lien.

Indexed alph. by names of owners of siros. Hdw. 275 pp. 18 x 13 x 1½.

Aud. and Recr. vt.

Register of Legal Instruments

37. ENTRY BOOK, 1884---. 3 vols. (B-D). Vol. A, prior to 1884, missing.

Entries of all instruments left for recording, showing day and hour of entry; kind of instrument; location and description of property by section, township, and range lines; and names of principals.

Arr. chron. Hdw. 240 pp. 18 x 13 x 3. Aud. and Recr. vt.

38. WILL RECORD, 1889---. 1 vol.

Record of wills, showing names of testator, heirs, and administrator; valuation and description of all real and personal property;

allotment to each heir; and dates of will and of death of testator.

Indexed alph. by names of testators. Hdw. 600 pp. 18 x 13 x 3.

Aud. and Recr. vt.

For other will records, see entry 85.

Recorder--Fee and Cash Books

(39-42)

39. SOLDIERS, SAILORS, AND MARINES DISCHARGE RECORD,
1925--. 1 vol.

Record of persons discharged from the U.S. army and navy, showing name, age, and rank of veteran; and dates of enlistment and discharge, Indexed alph. by names of veterans. Hdw. 600 pp. 18 x 13 x 3. Aud. and Recr. vt.

40. REGISTER OF FARM NAMES, 1913-14. 1 vol.

Record of registered farm names, showing names of farm and owner, date recorded, and description and location. Indexed alph. by names of owners. Hdw. 225 pp. 18 x 13 x 1 $\frac{1}{2}$. Aud. and Recr. vt.

Fee and Cash Books

41. RECORDER'S FEE AND CASH BOOK, 1910--. 2 vols. (1-2).

Record of fees collected and cash received, showing date received, amount, number and type of instrument, names of payer and county, amount paid, and balance. Arr. chron. Hdw. 160 pp. 18 x 13 x 1 $\frac{1}{2}$. Aud. and Recr. vt.

Miscellaneous Records

42. MISCELLANEOUS RECORD, 1881--. 4 vols. (2-5). Vol. 1,
prior to 1881, missing.

Miscellaneous records, including articles of incorporation, contracts, mechanic's liens, and documents of clubs, lodges, and business organizations, and honorable discharges from U.S. army, showing date, names of all parties involved, kind of instrument, amount involved, recitals, powers granted, and stipulations. Indexed alph. by names of principals. Hdw. 600 pp. 18 x 13 x 3. Aud. and Recr. vt.

Maps and Plats

43. MAPS CASS, UNION, PIKE TOWNSHIPS, 1917. 3 maps.

Land tenure and communications maps, showing farms, names of owners, section lines, streams, roads, and boundaries. Drawn by John Elder. Black and white. Scale: 4" to 1 mi. 18 x 25. Aud. and Recr. off.

44. MAP OF RANDOLPH TOWNSHIP, 1932. 1 map.

Land tenure and communications map, showing farms, boundaries, names of owners, section lines, streams, and roads. Drawn by D. W. Ward. Black and white. No scale given. 35 x 28. Aud. and Recr. off.

45. PLAT OF THE CITY OF RISING SUN, 1876. 1 plat.

Political map, showing wards and precincts. Drawn by George W. Morse. Black and white. No scale given. 35 x 31. Aud. and Recr. off.

(Next entry 48, page 66)

V. CIRCUIT COURT

The circuit court, established by the Constitution of 1861, consists of one judge and is vested with such jurisdiction as is prescribed by law. The judge is elected by the voters of the circuit for a six-year term. 1/ The seventh circuit since 1897 has composed Ohio and Dearborn Counties, and the court is styled "Ohio-Dearborn Circuit Court." 2/

When Ohio County was organized in 1844, its various parts were, for judicial purposes, attached to the counties from which they had been taken. 3/ Under the authority of the Constitution of 1816 and an act of 1831, the court consisted of a president judge and two associate judges. 4/

From the organization of the county in 1844 to 1852, probate matters were under the original and exclusive jurisdiction of a probate court. 5/ From 1853 to 1873 probate matters and certain other criminal and civil cases were under the jurisdiction of the court of common^{ov} pleas. 6/ When this court was established in 1873, all jurisdiction was transferred to the circuit court. 7/

The circuit court has original exclusive jurisdiction in all cases at law and equity whatsoever, criminal cases, actions for divorce, and settlement of decedents' estates and guardianships, except as exclusive or concurrent jurisdiction is conferred by law upon justices of the peace. 8/ It has exclusive jurisdiction in all matters relating to children. In hearing such cases, it sits

Circuit Court

(Next entry 46, page 66)

as the juvenile court. 9/ It has such appellate jurisdiction as is conferred by law. It also has jurisdiction of all other causes, matters, and proceedings, where exclusive jurisdiction thereof is not conferred upon some other court, board, or officer. 10/

The court has power to make all proper judgments, sentences, decrees, orders, and injunctions; to issue all process; 11/ and to adopt rules for conducting its business. 12/ The order of business is, in precedence, as follows; Probate cases, criminal cases, and civil cases. 13/

The chief officers of the court are the sheriff, the prosecuting attorney, and the clerk of the circuit court. The sheriff attends upon the court and serves all process directed to him therefrom. 14/ The prosecuting attorney prosecutes the pleas of the state in the court. 15/ The clerk of the circuit court draws up each day's proceedings at full length in the proper order book which is signed by the circuit judge. 16/ All causes are filed and entered in the office of the clerk of the circuit court, and numbered in consecutive order as filed. 17/ The clerk is also charged by statute with the duty of keeping and preserving the official records of the court. 18/

All the records are located in the courthouse.

1/ Const., art. 7, secs. 1, 8-9. Acts 1881 (Spec. Sess.); Burns 4-301; Baldwin 1395.

2/ Acts 1911; Burns 4-332; Baldwin, 1935 suppl., 1415-1. Acts 1881 (Spec. Sess.); Burns 4-302; Baldwin 1398.

Circuit Court--Civil Causes

(46-47)

- 3/ Acts 1830, ch. 24, sec. 2.
4/ Const. 1816, art. 5, sec. 3. Acts 1831, ch. 22, secs. 1-2.
5/ Acts 1829, ch. 26, secs. 1-2.
6/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 4, 11, 14, 43.
7/ Acts 1873; Burns 4-328; Baldwin 1417.
8/ Const. art. 7, sec. 8. Acts 1881 (Spec. Sess.); Burns
 4-303, 6-101; Baldwin 1397, 3011.
9/ Acts 1903, 1913, 1931, 1935, 1937; Burns, 1937 suppl.,
 9-2801; Baldwin, 1937 suppl., 1759.
10/ Acts 1881 (Spec. Sess.); Burns 4-303; Baldwin 1397.
11/ 2 Rev. Stat. 1852; Burns 4-307; Baldwin 1400.
12/ 2 Rev. Stat. 1852; Burns 4-313; Baldwin 1406.
13/ Acts 1881 (Spec. Sess.); Burns 2-1196; Baldwin 182.
14/ 2 Rev. Stat. 1852; Burns 49-2802; Baldwin 5494.
15/ 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.
16/ 2 Rev. Stat. 1852; Acts 1885, 1933; Burns 4-324; Baldwin
 1413.
17/ Acts 1881 (Spec. Sess.); Burns 2-1053; Baldwin 158.
18/ 2 Rev. Stat. 1852; Burns 49-2706; Baldwin 1433.

Civil Causes

46. COURT CAUSES, 1853--. 501 file boxes.

Causes tried in court. Contains: Civil Causes, entry 47;
 Criminal Causes, entry 71; Estate Causes, 1853-1913, entry 61;
 Guardian Causes, 1853-1913, entry 90. Arr. chron. 6 x 10 x 4 $\frac{1}{2}$.
 496 boxes, 1853--, Clk. vt.; 5 boxes, 1900-1920, Loft of coal shed.

47. CIVIL CIRCUIT COURT CASES, 1853--. In Court Causes,
 entry 46.

Record of civil cases, showing date of entry; names of plaintiff,
 defendant, witnesses, and attorneys; cause and case numbers;
 pleadings; issues; orders; decrees of judgment; and execution papers.

Circuit Court--Civil Causes

(42-51)

48. DEPOSITIONS, 1918--. 5 file boxes.

Testimony of disabled or non resident persons. Contains:
Depositions, Civil, entry 49; Depositions, Criminal, entry 72;
Depositions, Estate Causes, entry 82; Depositions, Guardianship
Cases, entry 91. No index. Hdw. 4 x 6 x 10. Clk. vt.

49. DEPOSITIONS IN CIVIL CASES, 1918--. In Depositions,
entry 48.

Record of testimony^{of} persons_^unable to appear in court, showing
date of service, names of plaintiff and defendant, testimony
taken, term of court, and allowances made for fees and mileage.

Sanity

50. INSANE RECORD, 1870--. 6 vols. (1-3, and 3 vols. not
numbered). Title varies: Insane Record, Recommitment.

Record of persons alleged insane, showing name, residence, date of
allegation, date of medical examination, sheriff's return, certificate
of justice of peace, and warrant for patient's return. Indexed
alph. by names of patients. Hdw. 500 pp. 18 x 13 x 3. Clk. vt.

Naturalization

51. NATURALIZATION RECORD, 1848--. 2 vols. (1-2).

Record of admissions to citizenships, showing date of admission;
names of petitioner, witnesses, and examiner; age, sex, color,
occupation, and address of applicant; record of certificate of
arrival; oath of allegiance; order of admission; and certificate of
naturalization. Indexed alph. by names of aliens. Hdw. 300 pp.
18 x 13 x 1 $\frac{1}{2}$. Clk. vt.

Circuit Court--Civil Proceedings

(52-54)

52. DECLARATION OF INTENTION, 1914-25. 1 vol.

Record of declarations of intention to make application to take up permanent residence in the United States, showing dates of arrival and declaration; statement of intention to renounce allegiance and fidelity to the government whereof at the time he may be a subject; names of applicant, parents, and county or province of nativity; age; color; sex; and present address. Indexed alph. by names of aliens. Hdw. 100 pp. 14 x 8 x $\frac{1}{2}$. Clk. vt.

53. PETITION RECORD, 1918-26. 1 vol.

Record of petitions for naturalization papers, showing dates of certificate, arrival, petition, and of naturalization; names of applicant, witnesses, port of embarkment, and entry; age, color, and race of applicant; and order of admission to or denial of citizenship. Indexed alph. by names of applicants. Hdw. 100 pp. 18 x 13 x $1\frac{1}{2}$. Clk. vt.

Civil Proceedings

Entry (see also entries 74, 104)

54. ENTRY DOCKET, ISSUE DOCKET, AND FEE BOOK, 1928--. 3 vols. (1-3).

Record of cases entered for court actions and issues of court. Contains: Entry Docket, Issue Docket, and Fee Book, Civil, entry 55; Entry Docket, Issue Docket, and Fee Book, Criminal, entry 74. Arr. chron. Hdw. 500 pp. 18 x 13 x $2\frac{1}{2}$. Clk. vt.

Circuit Court--Civil Proceedings

(54-59)

55. ENTRY DOCKET, ISSUE DOCKET, AND FEE BOOK, CIVIL,
1828--. In Entry Docket, Issue Docket, and Fee Book,
entry 54.

Record of civil entries, issues of cases, and fees charged, showing dates of entry and trial; names of plaintiff, defendant, attorneys, and witnesses; issues; pleadings; and proceedings.

Trial (see also entries 75-76, 105)

56. COURT DOCKETS, 1852--. 10 vols. (1-10).
Judges' record of cases. Contains: Court Docket, Civil, entry 57; Court Docket, Criminal, entry 75. Arr. chron. Edw. 300 pp.
16 x 12 x 2. Clk. vt.

57. COURT DOCKET, 1853--. In Court Docket, entry 56.
Record of civil cases, showing term of court; cause number; names of plaintiff, defendant, and attorneys; action; issues; pleadings; orders; and proceedings.

58. BAR DOCKET, 1891-93. 1 vol.
Record of cases tried. Contains: Bar Docket, Civil, entry 59; Bar Docket, Criminal, entry 76. Arr. chron. Edw. 150 pp.
15 x 10 x 1½. Clk. vt.

59. BAR DOCKET, Civil, 1891-93. In Bar Docket, entry 58.
Record of cases tried, showing minutes of court proceedings; entry number; date of filing, and of action; names of plaintiff, defendant, attorneys, and witnesses; and witness fees.

Circuit Court --Civil Proceedings

(60-63)

60. CIVIL ORDER BOOK, 1844-- . 27 vols. (1-27).

Record of court orders from beginning to end, showing date; names of plaintiff, defendant, attorneys, and witnesses; case and cause numbers; writs issued; and record of interlocutory, general, and final orders. Indexed alph. by names of plaintiffs. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

Disposition (see also entries 77-79, 107)

61. JUDGMENT DOCKET, 1844-- . 7 vols. (1-6, and 1 vol. not numbered). Title varies: 1844-86, Docket.

Judgment Docket. Contains: Judgment Docket, Civil, entry 62; Judgment Docket, Criminal, entry 77. Arr. by case nos. Hdw. 150 pp. 17 x 11 x 1 1/2. Clk. vt.

62. JUDGMENT DOCKET, Civil, 1844-- . In Judgment Docket, 61. Title varies: Docket.

Record of circuit court civil cases, showing date of trial, and judgment; term of court; names of plaintiff, defendant, and judgment debtor, and creditor; amounts of judgment and costs; writs of execution; sheriff's return; and satisfaction.

63. COMPLETE RECORD, 1844-1905. 8 vols. (1-8).

History of court cases. Contains: Complete Record, Civil, entry 64; Complete Record, Criminal, entry 78. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. off.

For subsequent records, see entry 60.

64. COMPLETE RECORD, [Civil], 1844-1906. In Complete Record, entry 63.

Complete record of court proceedings in civil cases from beginning to end, showing date of action; names of plaintiff, defendant, judgment debtor and creditor, witnesses, petitioners, claimants, and attorneys; issues; pleadings; cause and case numbers; proceedings; orders; writs; judgments; decrees; opinions; and papers in execution of judgment.

Executions (see also entries 80, 106, 108)

65. EXECUTION DOCKET, 1870--. 2 vols. Title varies: 1870-1921, Register of Executions.

Record of execution of judgments, showing date issued; amount of judgment; names of judgment debtor and creditor, plaintiff, and defendant; costs attached; kind of process; advertising and sale costs; amount recorded; and return made. Arr. chron. Hdw. 150 pp. 16 x 12 x 1 $\frac{1}{2}$. Clk. vt.

66. EXECUTION DOCKET, 1853-96. 10 vols. (1-10).

Record of executions on civil and criminal cases. Contains: Execution Docket, [Civil], entry 67; Execution Docket, [Criminal], entry 80. Indexed alph. by names of plaintiffs and defendants. Hdw. 320 pp. 18 x 13 x 2 $\frac{1}{2}$. Clk. vt.

67. EXECUTION DOCKET, [Civil], 1853-96. In Execution Docket, entry 66.

Record of executions, showing kind of writ; dates of issue and

Circuit Court-Criminal Causes

(68-71)

service; names of plaintiff, defendant, attorneys, and judgment debtor and creditor; and sheriff's return.

68. PRECIPUE FOR EXECUTION, 1893--. 1 vol.

Record of orders of court for execution of judgments rendered, showing date of issue; cause number; names of plaintiff, defendant, judgment debtor,, and attorneys; ~~and~~ term of court; total amount of judgment; costs; and interest attached. Arr. chron. Hdw. 242 pp. 16 x 12 x 2. Clk. vt.

69. LIS PENDENS RECORD, 1877--. 1 vol.

Record of sheriff's notices, and certificates of sales in lis pendens actions; showing names of parties involved; location and description of property; dates of filing, recording, and of satisfaction; sheriff's certificate of sale; and amount recovered. Indexed alph. by names of plaintiffs and defendants. Hdw. 500 pp. 18 x 13 x 3. Clk. vt.

70. SUPPORT DOCKET, 1923--. 1 vol.

Record of payments for support, showing cause number; names of plaintiff, defendant, and court; date of judgment; and amounts of receipts and disbursements. Indexed alph. by names of plaintiffs and defendants. Hdw. 500 pp. 16 x 13 x 3. Clk. vt.

Criminal Causes

71. CRIMINAL CAUSES, 1853--. In Court Causes, entry 46.

Papers in criminal cases, showing dates of trial, and judgment, affidavit; indictment; pleadings; names of plaintiff, defendant, and affiant; minutes of proceedings; sentence; and return in execution.

72. DEPOSITIONS IN CRIMINAL CASES, 1918--. In Depositions, entry 48.

Testimony of disabled or non resident persons in criminal cases, showing date of service, name of defendant, term of court, testimony taken, amount of fees, and mileage allowance.

Indictments

73. INDICTMENT RECORD, 1881--. 3 vols. (1-3).

Record of indictments returned by grand jury, showing names of prosecuting attorney, and defendant; date filed; crime, misdemeanor, or felony description; and true bill recital. Indexed alph. by names of defendants. Adw. 600 pp. 18 x 13 x 3. Clk. vt.

Criminal Proceedings

Entry (see also entries 54-55, 104)

74. ENTRY DOCKET, ISSUE DOCKET, AND FEE BOOK, Criminal, 1928--.

In Entry Docket, Issue Docket, and Fee Book, entry 54.

Record of entries and issues in criminal cases, showing dates of entry and trial, names of defendant and attorney, court orders, fees, and court costs.

Trial (see also entries 56-60, 105)

75. COURT DOCKET, Criminal, 1853--. In Court Docket, entry 56.

Judge's minutes in criminal cases, showing case number, term of court, names of defendant and attorney, nature of charge, and proceedings of court.

Circuit Court -- Criminal Proceedings

(76-79)

76. BAR DOCKET, Criminal, 1891-93. In Bar Docket, entry 58.

Record of criminal cases disposed of, showing minutes of court proceedings; case number; names of defendant, attorney, and witnesses; date filed; kind of action; verdict rendered; sentence; and return in execution.

Disposition (see also entries 61-64, 107)

77. JUDGMENT DOCKET, [Criminal], 1884-- . In Judgment Docket, entry 61.

Record of decrees and judgments rendered, showing date; names of plaintiff, defendant, judgment debtor, attorneys, and witnesses; execution of judgment; sentence; signature of jury foreman; and sheriff's return.

78. COMPLETE RECORD, [Criminal], 1844-1905. In Complete Record, entry 63.

Complete record of cases in criminal court, showing dates of entry, indictment, and judgment; names of plaintiff, defendant, judge, attorneys, witnesses, and jury foreman; issue; pleadings; cause and case numbers; proceedings; orders; writ; verdict; sentence; judgment; and papers in decree and execution.

79. CONVICTION RECORD, not dated. 1 vol.

Conviction record of criminal court, showing names of defendant, witnesses, and attorneys; age, and residence of defendant; nature of charge; verdict; sentence; and conviction papers. Indexed alph. by names of defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

Circuit Court--Probate Causes

(Next entry 81, page 70)

Executions (see also entries 65-70, 106, 108)80. EXECUTION LOCKET, [Criminal], 1853-96. In Execution

Locket, entry 66.

Record of executions of judgment, showing date of writ; names of defendant, trial judge, ^{and} officer serving writ; sentence; amount of judgment and cost attached; and return made on writ.

Probate Causes

All probate causes of Ohio County are under the exclusive jurisdiction of the Ohio, Dearborn Circuit Court. This court has had this jurisdiction since the court of common pleas was abolished in 1873.

At the organization of the county in 1844, the probate court of Ohio County was established under a law of 1829, which placed probate matters in a separate court, consisting of one judge, elected by the voters of the county for a term of seven years. It had original and exclusive jurisdiction in matters relating to probate of wills; granting letters of administration; settlement of decedents' estates; appointment of guardians for minors and persons of unsound mind; and approval of bonds of guardians, administrators, and executors. 1/

In 1852 the legislature abolished the probate court 2/ and created the "Court of Common Pleas of Ohio County", 3/ The court of common pleas had original and exclusive jurisdiction of probate causes, except in special cases where concurrent jurisdiction was given to the circuit court or to some other court. 4/

Circuit Court--Probate Causes

(81)

The legislature in 1873 abolished the court of common pleas and transferred its jurisdiction to the circuit court, 5/ and all the records of the court of common pleas were transferred to the circuit court. 6/

The clerk of the circuit court was the clerk of the probate court 7/ and the clerk of the common pleas court. 8/

All records pertaining to probate causes are filed and preserved in the office of the clerk of the circuit court. 9/

- 1/ Acts 1829, ch. 26, secs. 1-2, 5, 8.
- 2/ 1 Rev. Stat. 1852, ch. 92, sec. 1. 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 43.
- 3/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 1, 3, 27.
- 4/ Ibid., secs. 4-5, 7.
- 5/ Acts 1873; Burns 4-328; Baldwin 1417.
- 6/ Acts 1873, ch. 29, sec. 81.
- 7/ Acts 1829, ch. 26, sec. 3.
- 8/ 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 25.
- 9/ Acts 1829, ch. 26, sec. 3; 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 26. 2 Rev. Stat. 1852; Burns 49-2706, 49-2721; Baldwin 1433, 1441. Acts 1873, ch. 29, sec. 81.

Estate Cases

- 81. ESTATE CASES, 1853--. 1853-1913, in Court Cases, entry 46; 1914--, in Probate Matters, entry 84.

Papers pertaining to cases in probate, showing names of estate, administrator, executor, legatees, and attorneys; proceedings; orders; and final discharge.

Circuit Court--Probate Causes

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82. DEPOSITIONS IN ESTATE CASES, 1918--. In Depositions, entry 48.

Testimony of disabled and non resident persons in estate cases, showing date of service, name of estate, term of court, testimony taken, amount of fees, and mileage allowance.

83. GENERAL INDEX TO ESTATES, 1875-1907. 1 vol.

General index to volumes covering handling of estates, showing names of decedent and administrator or guardian, volume numbers and pages of order book and fee book, and file box number. Arr. alph. by names of estates. Hdw. 400 pp. 18 x 13 x 2. 1/2 clk. vt.

84. PROBATE MATTERS, 1914--. 76 bdls.

Papers pertaining to estate and guardianship cases. Contains: Estate Cases, 1914--, entry 81; Guardianship Cases, 1914--, entry 90. Arr. chron. 4 x 6 x 10. 1/2 clk. vt.

85. WILL RECORD, 1843--. 5 vols. (1-5).

Record of last will and testament, showing dates executed and recorded; names of testator, legatees, executor, and witnesses; conditions; legacies; bequests; and devises. Indexed alph. by names of testators. Hdw. 350 pp. 17 x 12 x 2 1/2. 1 clk. vt.

For other will records, see entry 38.

86. ADMINISTRATOR'S BOND RECORD, 1853-1922. 3 vols. (1-3).

Record of bonds posted by administrators, showing date, nature and amount of bond, and names of sureties and administrator. Indexed alph. by names of administrators. Hdw. 350 pp. 12 x 15 x 2. 1 clk. vt.

87. EXECUTOR BOND, OATH, AND LETTERS, 1853-1920. 3 vols.
(1-3).

Record of oaths, bonds, and letters testamentary of executors of estates, showing date granted; names of estates, executor, and sureties; oath of fidelity; amount and conditions of bond; powers granted; locality stated; terms; and capacities of office. Indexed alph. by names of executors. Hdw. 200 pp. 16 x 11 x 1 $\frac{1}{2}$. Clk. vt.

88. INVENTORY RECORD, 1881--. 6 vols. (1-6).

Inventories of estate cases filed with court, showing date of inventory, names of estate and appraiser, location and description of property, appraised value of real and personal property, asset and liability lists, and total net appraised value of estate. Indexed alph. by names of deceased. Hdw. 350 pp. 18 x 13 x 2. Clk. vt.

89. SALE BILL RECORD, 1881--. 3 vols. (1-3).

Record of sales of personal property of estates in probate, showing case number, names of estate and purchaser, list of articles sold, amount and terms of sale, and location and description of property. Indexed alph. by names of estates. Hdw. 500 pp. 18 x 13 x 3. Clk. vt.

Guardianship Cases

90. GUARDIANSHIP CASES, 1853--. 1853-1913, in Court Cases, entry 46; 1914--., in Probate Matters, entry 84.

Papers pertaining to guardianship cases, showing names of

Circuit Court--Probate Proceedings

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guardians, sureties, attorneys, and wards; age of wards; date of births; list of heirs; issues; proceedings; reports; guardianship number; and order book references; itemized fees, and expense bills.

91. DEPOSITIONS IN GUARDIANSHIP CASES, 1918--. In

Depositions, entry 48.

Testimony of disabled or non resident persons in guardianship cases, showing date of service, name of attorney, term of court, testimony taken, and amount of fees. and mileage allowance.

Probate Proceedings

92. ENTRY DOCKET, Probate, 1876-1925. 3 vols. (1-3).

Record of cases entered in probate court, showing case number, names of testator, heirs, administrator, executors, and attorneys; kind of action; date of issue; and proceedings. Indexed alph. by names of plaintiffs. Hdw. 500 pp. 18 x 13 x 3. Clk. vt.

For subsequent records, see entries 54 and 74.

93. GUARDIAN DOCKET, 1847--. 6 vols. (1-4, and 2 vols. not numbered). Title varies: 1847-53, Guardian Docket, 1853-1921, Guardian Bond, Oath, and Letters.

Record of bonds, oaths, and letters of guardians, showing names of sureties, ward, and guardian; court proceedings; date of letters; amount of bond; valuation of estate; record of fees, and clerk's receipts. Indexed alph. by names of guardians. Hdw. 200 pp. 16 x 12 x 2. Clk. off.

94. APPEARANCE DOCKET, 1853-90. 3 vols. (1-3).

Record of periodical appearances in court, of administrators and guardians, showing names of administrator, guardian, heirs, estate, claimant, and attorneys; report of receipts and disbursements; and proceedings in administratorship. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

For subsequent records, see entry 92.

95. PROBATE ORDER BOOK, 1884--. 22 vols. (1-22).

Complete record of orders in probate court, showing names of testator, heirs, attorneys, and administrator; case number; writ issued; and general and final orders. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

96. COMPLETE RECORD, PROBATE, 1844-1913. 12 vols. (1-12).

Complete history of cases in probate, showing date of filing, names of parties and estate, case number, proceedings, orders, and discharge. Indexed alph. by names of estates. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

For subsequent records, see entry 95.

Miscellaneous Court Records

Change of Venue

97. CHANGE OF VENUE RECORD, 1891--. 2 vols. (1-2).

Record of cases venued from local and foreign courts of jurisdiction, showing date of trial, names of plaintiff, defendant, witnesses, and trial judge; costs of trial; cause of action; days occupied in trial; and balance due from foreign county. Indexed alph. by names of defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

Circuit Court--Miscellaneous Court Records

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Fee and Cash Records

98. RECORD OF FEES AND FUNDS HELD IN TRUST, 1913--. 1 vol.

Record of fees collected in handling of estates and funds held in trust, showing date and amount received, names of estate and payee, and amount and purpose of disbursement. Indexed alph. by names of payee. Hdw. 470 pp. 18 x 13 x 3. Clk. vt.

99. FEE BOOK, Civil, 1844-1929. 15 vols. (1-13, and 2 vols. not numbered).

Record of all fees collected in civil cases, showing cause number, source and amount of fee, date received, and name of plaintiff, and defendant. Indexed alph. by names of defendants. Hdw. 550 pp. 18 x 10 x 2½. Clk. vt.

For subsequent records, see entry 74.

100. FEE BOOK, Probate, 1845-1929. 11 vols. (1-9, and 2 vols. not numbered).

Record of fees collected in probate cases, showing names of estate and administrator, amount and source of fee, and date received. Indexed alph. by names of estates. Hdw. 500 pp. 18 x 13 x 3. Clk. vt.

For subsequent records, see entry 74.

101. REGISTER OF FEES, 1876-1912. 3 vols. (1-3).

Record of fees received and disbursed in trust funds of estates, showing cause number, name of estate, amount and source of fee, and dates received and disbursed. Arr. alph. by names of payers. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

For subsequent records, see entry 94.

Circuit Court--Common Pleas Causes

(Next entry 104, page

102. ALLOWANCES BY COURT, 1914--. 23 file boxes.

Allowances made by court in civil cases, showing cause number, names of estate, claimant, and attorneys; amount of allowance; and date allowed. No index. 4 x 6 x 10. Clk. vt.

103. WITNESS AFFIDAVITS, 1883-91. 2 vols.

Record of witnesses' fees paid, showing dates of trial and payment, names of witnesses, trial judge, plaintiff, and defendant; mileage allowed; and amount of fee, Arr. chron. Hdw. 200 pp. 16 x 11 x 1. Clk. vt.

Common Pleas Causes

In 1853 to 1873 there existed a separate court, styled the "Court of Common Pleas of Ohio County." The court was established by an act of 1852, effective in 1853, and consisted of one judge, elected by the voters of the district for a four-year term. 1/

The court had original and exclusive jurisdiction in matters relating to probate of wills and to appointment of guardians for persons of unsound mind, and in matters relating to executors and administrators, except in special cases where concurrent jurisdiction was given to the circuit court or some other court; 2/ concurrent jurisdiction with the circuit court in civil matters ranging from fifty to one thousand dollars, except in cases of slander, libel, breach of marriage contract, action on an official bond, and where the title of real estate was in issue; 3/ jurisdiction in civil matters exceeding one thousand dollars relating to judgments confessed by consent of both parties or in an agreed

case; 4/ original jurisdiction in criminal cases not amounting to felony, except those over which justices of the peace had exclusive jurisdiction, 5/ and in felony cases not punishable by death providing that the accused voluntarily agreed to trial; and jurisdiction in any criminal case on change of venue from the circuit court. 6/

In 1873, the legislature abolished the court of common pleas and transferred its jurisdiction to the circuit court. 7/

The clerk of the circuit court was the clerk of the court of common pleas 8/ and was required to keep separate records for this court. 9/ When the court of common pleas was abolished, the records were transferred to the circuit court. 10/

All the records are located in the courthouse, and are, with other court records, in the custody of the clerk of the circuit court.

1/ 2 Rev. Stat. 1852, pt. 1, ch. 8, secs. 1, 5, 27, 29.

2/ Ibid., sec. 4.

3/ Ibid., sec. 11.

4/ Ibid., sec. 12.

5/ Ibid., sec. 14.

6/ Ibid., sec. 17.

7/ Acts 1873; Burns 4-328; Baldwin 1417.

8/ 2 Rev. Stat. 1852, pt. 1, ch. 8, sec. 25.

9/ Ibid., sec. 26.

10/ Acts 1873, ch. 29, sec. 81.

Court Proceedings (see also entries 54, 64, 74-79)

104. ISSUE DOCKET, 1852-73. 4 vols. (1-4).

Record of issues brought to trial, showing names of plaintiff,

Circuit Court--Common Pleas Causes

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and defendant, cause number, nature of charge, date filed, pleadings, and proceedings of court. Indexed alph. by names of plaintiffs and defendants. Hdw. 500 pp. 18 x 13 x 3. Clk. vt.

105. ORDER BOOK, [Probate and Civil], 1853-73. 3 vols.
(1-3).

Record of court orders from beginning to end of cases, showing date of filing; names of plaintiff, defendant, estate, attorneys, administrator, commissioners, and appraiser; case and cause numbers; writ issued; and general and final orders. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

106. EXECUTION DOCKET, 1852-73. 4 vols. (1-4).

Record of executions on court judgments, showing date of issue; kind of writ; names of plaintiff, defendant, attorneys, witnesses, and judgment debtor and creditor; amount of judgment; costs; and sheriff's return. Indexed alph. by names of plaintiffs and defendants. Hdw. 300 pp. 18 x 13 x 2 $\frac{1}{2}$. Clk. vt.

For othe execution records, see also entries 65-70, 80-108.

107. COMPLETE RECORD, 1852-73. 4 vols. (1-4).

Complete record of court proceedings from beginning to end of cases, showing date of action; names of plaintiff, defendant, judgment debtor and creditor, witnesses, petitioners, and attorneys; issue; pleadings; cause and case numbers; proceedings; orders; writ; judgment; decrees; opinions; and paper in execution. Indexed alph. by names of plaintiffs and defendants. Hdw. 600 pp. 18 x 13 x 3. Clk. vt.

(Next entry 108, page 26)

VI. SHERIFF

The sheriff is a constitutional officer elected for a two-year term. No person is eligible to the office of sheriff for more than four years in any six-year period. The sheriff is required to post bond in the amount of from five thousand to fifteen thousand dollars as fixed by the board of commissioners. 1/

Prior to the Constitution of 1851, the office of sheriff was established at the organization of Ohio County in 1844, under the authority of the Constitution of 1816 and an act of 1824 which directed the Governor to appoint a sheriff in any new county formed, to act as such until such an officer is duly elected and qualified. 2/

The sheriff is a conservator of the peace within Ohio County. He is required to arrest without process all persons, who within his view commit any crime or misdemeanor, and hold them in custody during investigation of the cause of such arrest; to suppress all breaches of the peace, with authority to call to his aid the power of the county; to pursue and commit to jail all felons; to execute all process directed to him by legal authority; and to maintain and preserve order in the courts of the county except courts of justice of the peace. He also maintains the jail and takes care of the prisoners confined in it. 3/ It is his duty to protect persons in danger of possible lynchings. 4/ He makes arrests of all persons on warrants issued upon indictments and affidavits, and commits them to jail; and also serves

Sheriff--Executions and Reports

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summons in cases of misdemeanor. 5/

The sheriff sells mortgaged property on foreclosure proceedings and property on executions; 6/ executes deeds to real estate sold by him; 7/ conveys persons committed to state charitable, correctional, or penal institutions; 8/ and attends sessions and executes the orders of the county council 9/ and the board of commissioners. 10/

The chief records which the sheriff keeps are a cashbook, a fee book, 11/ and a jail record. 12/

- 1/ Const., art. 8, sec. 2. 2 Rev. Stat. 1852, Acts 1937; Burns, 1937 suppl., 49-2801; Baldwin, 1937 suppl., 5493.
- 2/ Const. 1816, art. 4, sec. 25. Rev. Laws 1824, ch. 100, Sec. 6.
- 3/ 2 Rev. Stat. 1852; Burns 49-2802; Baldwin 5494.
- 4/ Acts 1905; Burns 10-3309, 10-3510; Baldwin 2530, 2531.
- 5/ Acts 1905, 1937; Burns, 1937 suppl., 9-1001; Baldwin, 1937 suppl., 2134.
- 6/ Acts 1881 (Spec. Sess.); Burns 2-3601; 3-1819; Baldwin 574, 1014.
- 7/ Acts 1881 (Spec. Sess.); Burns 2-4101; Baldwin 619, Acts 1931; Burns 3-1806; Baldwin 1008.
- 8/ Acts 1905; Burns 9-2232, 22-2013; Baldwin 2359, 4206.
- Acts 1911; Burns 22-1716; Baldwin 4230. Acts 1919; Burns 22-1809; Baldwin 4264. Acts 1927; Burns 22-1213; Baldwin 4305.
- 9/ Acts 1899; Burns 26-510; Baldwin 5374.
- 10/ 1 Rev. Stat. 1852; Burns 26-611; Baldwin 5226.
- 11/ Acts 1895; Burns 49-1401; Baldwin 7576.
- 12/ Acts 1909; Burns 13-1007; Baldwin 13459.

Executions and Reports
(See also entries 65270, 80,106)

108. SHERIFFS' DOCKET, 1877-22. . 6 vols. (4-9).

Sheriffs' entries of court cases, showing names of parties to action, kind of writ, date of service, sheriff's fees, names of

Sheriff--Fee and Cash Records

(109-110)

jurors; and names of witnesses for plaintiff and defendant, and date of trial. Indexed alph. by names of defendants. Hdw. 500 pp. 18 x 13 x 3. 4 vols., 1877-1920, C.C., Clk. vt.; 2 vols., 1920--, Shf. residence.

Fee and Cash Records

109. SHERIFF'S CASH BOOK, 1892--. 2 vols. (1-2).

Record of cash received by sheriff, showing date, cause number, names of court and payer, number of check, and nature of service. Arr. chron. Hdw. 336 pp. 16 x 12 x 1. 1 vol., 1892-1921, C.C., Clk. vt.; 1 vol., 1921--, Shf. residence.

110. REGISTER OF SHERIFF, 1892--. 2 vols. (1-2).

Record of sheriffs' mileage and costs, , showing title of cause, name of party served, miles traveled, and other expenditures connected with serving court writs. Indexed alph. by names of defendants. Hdw. 600 pp. 18 x 13 x 3. 1 vol., 1892-1922, C.C., Clk. vt., 1 vol., 1922--, Shf. residence.

VII. CORONER

The coroner is a constitutional officer elected for a two-year term, without restriction on reelection. 1/ He is required to post a bond of not more than five thousand nor less than one thousand dollars, as fixed by the board of commissioners. 2/

Prior to the Constitution of 1851, the office of coroner was established at the organization of Ohio County in 1844, under the authority of the Constitution of 1816 and an act of 1824 which directed the Governor to appoint a coroner in any new county formed, to act as such until such an officer is duly elected and qualified. 3/

The coroner is required to investigate deaths by violence, by accident, and of suspicious nature; to inquire into the cause and manner of death; 4/ and to order the arrest of any person whom he may charge with murder. 5/ He holds such inquests without a jury, 6/ and may subpoena witnesses and employ a physician to make a post-mortem examination; 7/ draws up his verdict, 8/ and files ^tin in the office of the clerk of the circuit court, together with a report, giving a minute description of the deceased and valuables found with the body. 9/ He is a peace officer with the same powers as the sheriff, 10/ and acts as sheriff in event of absence, vacancy, personal interest, or incapacity of that officer, 11/ and arrests and commits to jail the sheriff if necessary. 12/

Coroner

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- 1/ Const., art. 6, sec. 2.
- 2/ 2 Rev. Stat. 1852, Acts 1853; Burns 49-2901; Baldwin 5436.
- 3/ Const. 1816, art. 4, sec. 25. Acts 1824, ch. 100, sec. 6.
- 4/ 2 Rev. Stat. 1852, Acts 1871, 1879 (Spec. Sess.), 1835; Burns, 1837 suppl., 49-2904; Baldwin, 1835 suppl., 5439.
- 5/ 2 Rev. Stat. 1852; Burns 49-2914; Baldwin 5448.
- 6/ Acts 1879 (Spec. Sess.); Burns 49-2906; Baldwin 5444.
- 7/ 2 Rev. Stat. 1852; Burns 49-2906; Baldwin 5440.
- 8/ 2 Rev. Stat. 1852, Acts 1879 (S. c. Sess.); Burns 49-2906; Baldwin 5442.
- 9/ 2 Rev. Stat. 1852, Acts 1879 (Spec. Sess.); Burns 49-2909; Baldwin 5443.
- 10/ 2 Rev. Stat. 1852, Acts 1853; Burns 49-2901; Baldwin 5436.
- 11/ 2 Rev. Stat. 1852; Burns 49-2902; Baldwin 5437.
- 12/ 2 Rev. Stat. 1852; Burns 49-2903; Baldwin 5433.

111. CORONER'S REPORTS, 1879--. 12 file drawers and
3 bundles.

Reports on coroner's findings in cases of violent or sudden deaths, showing date and place of death; name; of deceased, physician, and witnesses; testimony of witnesses; and verdict of coroner. No index. Drawers, 12 x 3 x 12; bundles, 14 x 6 x 14. 12 drawers, 1879--, aud.-recr. vt.; 3 bundles, 1921--, clk. vt.

VIII. PROSECUTING ATTORNEY

The prosecuting attorney is a constitutional officer, elected in each judicial circuit for a two-year term. 1/ He is required to execute a bond in the amount of five thousand dollars, to be approved by the judge of the circuit court and filed with the clerk. 2/

Prior to the Constitution of 1851, the circuit prosecutor was chosen by joint ballot of the senate and house of representatives by an act of 1831. 3/ The legislature in 1843 provided that the prosecuting attorney be elected by the voters of the circuit. 4/ In 1847 the prosecuting attorney was made a county officer, elected by the voters thereof. 5/ This act of 1847 was repealed in 1851, and the provisions of the act of 1843 were restored. 6/

The prosecuting attorney prosecutes the pleas of the state 7/ in all courts of Ohio County, including the courts of justice of the peace, as provided by law. 8/ He appears before the grand jury to furnish information relative to matters cognizable by it or upon any legal matter, and signs all indictments found, but is excluded from its deliberations. 9/ He may also prosecute by affidavit persons accused of public offenses except treason and murder. 10/ He conducts all prosecutions for felonies and misdemeanors in Ohio County, all suits on forfeited recognizances, resists applications for changing names, and superintends on behalf of the county or any of its trust funds, all suits in which

Prosecuting Attorney

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the same may be interested or involved. 11/ He defends persons of unsound mind or incapable of managing their business affairs by reason of old age or other infirmity, and protects their interests; 12/ and resists undefended actions for divorce. 13/

The prosecuting attorney may take acknowledgments to deeds or other instruments in writing, administer oaths, protest notes and checks, take depositions of witnesses, and perform any duty now conferred on a notary public. 14/

1/ Const., art. 7, sec. 11. 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.

2/ 2 Rev. Stat. 1852; Burns 49-2502; Baldwin 5456.

3/ Rev. Laws 1881, ch. 10, sec. 1.

4/ Acts 1843, ch. 18, sec. 1.

5/ Acts 1847, ch. 12, sec. 1.

6/ Acts 1851, ch. 182, secs. 1-2.

7/ 2 Rev. Stat. 1852; Burns 49-2501; Baldwin 5456.

8/ Acts 1855; Burns 49-2505; Baldwin 5456.

9/ Acts 1903; Burns 3-326, 3-301; Baldwin 2122, 2123.

10/ Acts 1903, 1927; Burns 3-303; Baldwin 2131.

11/ 2 Rev. Stat. 1852; Burns 49-2504; Baldwin 5460.

12/ Ibid. 2 Rev. Stat. 1852; Acts 1895; Burns 3-202; Baldwin 3450. Acts 1911, 1919; Burns 3-301; Baldwin 3472.

13/ Acts 1873; Burns 3-1212; Baldwin 916. Acts 1813; Burns 3-1213; Baldwin 917.

14/ Acts 1919; Burns 49-2507; Baldwin 5463.

No records could be found.

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IX. ASSESSOR

The assessor is a statutory officer, elected for a four-year term. He must be a continuous resident freeholder of Ohio County for not less than four years prior to the date of his election, and post a five thousand dollar bond, with two or more good freehold sureties approved by the auditor, who also administers the oath of office. His work is under the direction of the state board of tax commissioners, and he may be removed by that board, after a hearing, for incompetency, neglect of duty, or misconduct in office. 1/

The legislature in 1841 created the county offices of appraiser 2/ and assessor 3/ with similar functions relative to valuation for taxation of real and personal property, respectively. The office of assessor existed in Ohio County until 1852, when the office was discontinued, 4/ and the duties devolved upon township assessors. The office of appraiser was discontinued in 1872, 5/ and replaced by the office of county assessor, then reestablished. 6/ Three years later the office was abolished 7/ and again established in 1891 in its present form. 8/

The duties of the assessor are to examine carefully tax duplicates and other records in the offices of the auditor, treasurer, recorder, clerk, sheriff, and surveyor, together with the returns of the township assessors, and to discover, list, and assess all omitted property of every kind, entering his valuations in a separate column on the township assessor's

records; to list and assess any omitted property which he discovers at any time of the year; to instruct and advise the township assessors; to report to the state board of tax commissioners any delinquencies of township assessors; 9/ to set a value upon intangibles for taxes; 10/ and to appraise estates for inheritance taxes. 11/ He is ex-officio member and president of the Ohio County Board of Review. 12/

The assessor is required to return to the auditor all township assessors' books, returns, lists, schedules, and other papers received by him from the auditor, together with such additional books, lists, assessments, and papers as he has made thereto on or before the first Monday after July 4 of each year. 13/

The records are located in the auditor's and recorder's vault.

- 1/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696.
- 2/ Acts 1841, ch. 1, sec. 1.
- 3/ Acts 1841, ch. 2, sec. 1.
- 4/ 1 Rev. Stat. 1852, ch. 92, sec. 1.
- 5/ Acts 1872 (Spec. Sess.), ch. 37, sec. 276.
- 6/ Ibid., sec. 107.
- 7/ Acts 1875, ch. 97, sec. 9.
- 8/ Acts 1891, ch. 99, sec. 112.
- 9/ Acts 1919; Burns 64-1102; Baldwin 15698.
- 10/ Acts 1933, 1935; Burns, 1937 suppl., 64-905; Baldwin, 1935 suppl., 15903.
- 11/ Acts 1919, 1921; Burns 64-1101; Baldwin 15696. Acts 1931, 1933; Burns 6-2408; Baldwin 15946.
- 12/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
- 13/ Acts 1919; Burns 64-1102; Baldwin 15698.

Assessor

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112. COUNTY ASSESSOR'S RECORD OF MORTGAGES, 1893-1905.

1 vol.

Assessor's records of mortgages, showing dates filed and released, names of mortgagor and mortgagee, amount of mortgage, location and description of property, and satisfaction of mortgage. Indexed alph. by names of mortgagees. Hdw.

150 pp. 16 x 11 x 1.

X. BOARD OF REVIEW

The board of review of Ohio County, established under an act of 1891 1/ and subsequent amendments, reviews assessments and equalizes the valuation of real and personal property. Its members are the assessor, auditor, and treasurer, ex officio, and two freeholders of opposite political parties, appointed annually by the judge of the circuit court. The assessor is president and the auditor is secretary. 2/

Prior to 1891, there was a county board of equalization, consisting of the board of commissioners and certain other members-- in 1841, the auditor and the assessor; 3/ in 1852, the auditor and the appraiser or appraisers; 4/ in 1872, the auditor and the assessor; 5/ and in 1881, four freeholders from different parts of the county, appointed by the judge of the circuit court. 6/ In 1891 the board of review was created, consisting of the assessor, auditor, and treasurer; in 1895 two freeholders were added to the board; 7/ and the act of 1919 requires the two freeholders to be of opposite political parties.

The board of review holds an annual meeting beginning on the first Monday of June. A majority constitutes a quorum for the transaction of business and may decide any question. At the meeting the auditor submits for examination the assessment list of the county returned by the township assessors, and the county assessor reports all corrections and changes which in his judgment ought to be made, which the board considers and acts upon, and it

Board of Review--

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may, upon its own motion, add omitted property. 8/

The board adjusts inequalities in the valuation of particular tracts or lots, 9/ hears complaints of owners of personal property, corrects errors in the description and assessment, and passes upon each valuation in the township assessors' lists. 10/ It assesses the capital stock and franchises of corporations in the county, except those assessed by the state board of tax commissioners, such as railroad, telephone, and telegraph companies. 11/

It is the duty of the board to inquire as to the valuation of various classes of property in the townships or any taxing unit, to make such changes as may be necessary, and to determine the amount to be added or deducted in order to make an equitable equalization of valuation throughout the county. If the board shall find the aggregate assessment too high, too low, or unequal, it may set aside the assessment of the whole county, or of any township or taxing unit therein, and order a new assessment. 12/

The auditor, as secretary, is required to keep full and accurate minutes of the proceedings of the board. The changes made by the board are entered in a separate column in the assessment lists. 13/

The records are located in the auditor's vault.

1/ Acts 1891, ch. 99, sec. 114.

2/ Acts 1919, 1920 (Sp. Sess.); Burns 64-1201; Baldwin 15700.

3/ Acts 1841, ch. 1, sec. 18.

4/ 1 Rev. Stat. 1852, ch. 35, sec. 2.

5/ Acts 1872 (Sp. Sess.), ch. 37, sec. 150.

Board of Review

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- 6/ Acts 1881 (Spec. Sess.), ch. 96, sec. 129.
- 7/ Acts 1895, ch. 36, sec. 2.
- 8/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
- 9/ Acts 1919; Burns 64-1205; Baldwin 15704.
- 10/ Acts 1919 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
- 11/ Acts 1919; Burns 64-724; Baldwin 15638.
- 12/ Acts 1919; Burns 64-1205; Baldwin 15704.
- 13/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.

113. THE COUNTY BOARD OF REVIEW RECORD, 1891-- 2 vols.

(1-2).

Minutes of proceedings in board meetings, showing date, names of petitioners, type of complaint, and decision and action of the board. No index. Hdw. 275 pp. 16 x 11 x 1 $\frac{1}{2}$.

XI. BOARD OF TAX ADJUSTMENT

The board of tax adjustment of Ohio County consists of seven members, chosen in accordance with an act of 1937, as follows: One member of the county council, chosen by the council; a member of the board of trustees of the largest town in the county, to be selected by such board; one member of the county board of education selected by such board; and four freeholders of the county appointed annually by the judge of the circuit court. No more than four of the seven members may be adherents of the same political party. The board elects its own chairman and vice-chairman, and the auditor acts as clerk, but has no vote in its proceedings. 1/

The board was first created by an act of 1932 2/ and reconstituted by an act of 1935, 3/ with seven members as at present, differing chiefly in qualifications and methods of appointment.

The auditor lays before the board, at its annual meeting beginning the second Monday of September and ending not later than the first day of October, the budgets adopted and the tax levies and rates fixed by the proper authorities of each municipal corporation for the ensuing year. 4/

It is the duty of the board to examine, revise, change, or reduce, but not increase, any budget, tax levy, or rate, holding such budget with the total amount of revenue to be raised therefor. No change can be made in detailed items, but only in the total amounts budgeted for each office. 5/ The total of all tax rates

on property within any municipal corporation for all municipal corporations for which the property therein is taxable, with certain exceptions, must not exceed the total rate as provided by law. 6/ The board has the right to require officials submitting budget estimates and tax levies and rates, to attend its meeting or to furnish any necessary information, and it may employ an examiner of the state board of accounts to assist in its duties. 7/

The auditor, as clerk, keeps a complete record of all its proceedings. 8/

The records are located in the auditor's vault.

- 1/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.
- 2/ Acts 1932, ch. 10, sec. 4.
- 3/ Acts 1933, ch. 237, sec. 4.
- 4/ Acts 1937; Burns, 1937 suppl., 64-310, 64-311; Baldwin, 1937 suppl., 15897-4, 15897-5.
- 5/ Acts 1937; Burns, 1937 suppl., 64-311; Baldwin, 1937 suppl., 15897-6.
- 6/ Acts 1937; Burns, 1937 suppl., 64-309; Baldwin, 1937 suppl., 15897-3.
- 7/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4.
- 8/ Ibid.

114. BOARD OF TAX ADJUSTMENT RECORD, 1932--. 1 vol.

Minutes of the meetings of the board, showing date, members present, review of budgets and levies of taxing units, and decisions. Arr. chron. Hdw. 490 pp. 16 x 12 x 2 $\frac{1}{2}$.

(Next entry 115, page 102)

XII. BOARD OF FINANCE

The board of finance of Ohio County consists of the board of commissioners under the authority of the Depository Act of 1937. The auditor is the secretary, 1/ and the board elects its president. 2/

The board was first created by an act of 1937 3/ and recreated by the Depository Act of 1938. 4/

The board of finance has supervision of all public funds of the county and of the safekeeping and deposit thereof, 5/ and may sue and be sued, in its own name, in any court of competent jurisdiction. 6/ It designates the banks to serve as depositories for county funds. 7/ The board receives monthly statements of county funds on deposit from the banks, 8/ and may, as it sees fit, revoke the commission of any depository at any time. 9/

The board of finance holds an annual meeting on the third Monday in January for its organization, 10/ a biennial meeting on the third Monday in February, in the odd numbered years, for the consideration of proposals of banks as depositories for the ensuing two-year period. 11/

The agents of all boards of finance--county, city, town, school, and township--and of all banks desiring to become depositories, are called together by the president of the county board in a joint meeting biennially, within five days before the date fixed for filing the proposals, for the purpose of making an agreement designating depositories and the amount of deposits in each. The total maximum amount of all public funds controlled

Board of Finance

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by the several boards in the county is considered as one fund in making deposits in such proportion as the total resources of each depository bear to the total resources of all. The secretary of the county board is the secretary of the joint meeting and records its proceedings in the record of the county board. 12/

The auditor, as secretary of the board of finance, keeps a record of its proceedings. 13/

All the records are located in the auditor's and recorder's offices, in the courthouse.

- 1/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
- 2/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
- 3/ Acts 1937, ch. 222, sec. 6.
- 4/ Acts 1935, ch. 70, sec. 7.
- 5/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 13844-50.
- 6/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin, 1937 suppl., 13844-54.
- 7/ Acts 1937; Burns, 1937 suppl., 61-635, 61-636; Baldwin, 1937 suppl., 13844-56, 13844-57.
- 8/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin 1937 suppl., 13844-56.
- 9/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
- 10/ Acts 1937; Burns, 1937 suppl., 61-635; Baldwin, 1937 suppl., 13844-54.
- 11/ Acts 1937; Burns, 1937 suppl., 61-636; Baldwin, 1937 suppl., 13844-57.
- 12/ Acts 1937; Burns, 1937 suppl., 61-635; Baldwin, 1937 suppl., 13844-56.
- 13/ Acts 1937; Burns, 1937 suppl., 61-633; Baldwin 1937 suppl., 13844-54.

115. RECORD OF BOARD OF FINANCE, 1907-- . 3 vols. (1-3).

Minutes of regular and special meetings of board of finance, showing date, place, and purpose of meeting; names of members present; nature of subjects discussed; and general proceedings.

No index. Hdw. 500 pp. 18 x 18 x 3. Aud. and Recr. off.

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XIII. SCHOOL FUND BOARD

The school fund board of Ohio County, as created by an act of 1935, consists of the auditor and the clerk of the circuit court ex officio and one member appointed by the judge of the circuit court for a two-year term. No more than two members of the board may be adherents of the same political party. 1/

Originally, loans from the school funds of Ohio County were made by the school commissioner, elected by the voters, in accordance with an act of 1831. The school commissioner was a financial agent of the county to manage the school funds and the lands belonging thereto. 2/ This office was abolished in 1932 and the duties divided between the auditor and treasurer. 3/ The auditor had the sole authority to make loans until 1935. 4/

The school fund board makes all loans from the common school and the congressional township school funds to owners of real estate, such loans to be secured by mortgage. The board must satisfy itself, after approval of the title by the county attorney, as to the value of real estate offered in the mortgage, the validity of the title, and whether it is encumbered. 5/ Loans may also be made to the county upon proper authorization by the county council, in certain cases, for a period not exceeding five years. 6/

1/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.

2/ Rev. Laws 1831, ch. 86, sec. 6.

School Fund Board

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- 3/ 1 Rev. Stat. 1852, ch. 98, sec. 133.
4/ 1 Rev. Stat. 1852, ch. 98, sec. 34. Acts 1863, ch. 1,
sec. 75.
5/ Acts 1865, 1865; Burns, 1937 suppl., 20-209; Baldwin,
1935 suppl., 6568.
6/ Acts 1901; Burns 20-201; Baldwin 6568, 6569.

No records could be found.

(Next entry 116, page 207)

XIV. TREASURER

The treasurer is a constitutional officer elected for a two-year term. No person is eligible to the office of treasurer for more than four years in any six-year period. 1/ He is required to execute his official bond in the penalty of not less than the amount of money which may come into his hands at any time during his term. 2/

Prior to the Constitution of 1851, the office of treasurer was established at the organization of Ohio County. The treasurer was appointed by the board of commissioners, under an act of 1824. 3/ The treasurer became an elective officer by an act of 1841. 4/

The treasurer receives all moneys coming to Ohio County and disburses the same on the proper orders issued and attested by the auditor. 5/ He collects all taxes for state, county, school, road, or other purposes, due the county on the tax duplicate, 6/ delivered to him by the auditor, 7/ including city taxes. 8/ He sells by public auction real estate 9/ and personal property 10/ for delinquent taxes. He also collects taxes from corporations in the county, 11/ and the excise tax on shares of stock and deposits of banks 12/ and loan associations; 13/ and sells intangible tax stamps for the state board of tax commissioners. 14/

The treasurer makes quarterly reports to the board of commissioners, showing the true amount of money in the county treasury; 15/ a monthly report to the auditor, showing the total amount of cash payments received during the month and the respective accounts

Treasurer

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credited, 16/ semiannual settlements for taxes with the county auditor in May and December 17/ and in accordance therewith pays to the state treasurer in June and December all money due for state purposes; 18/ and makes such other payments to the state treasurer as authorized during the year. 19/ He makes to the auditor, quarterly and at the expiration of his term of office, a sworn report showing specifically the amount of fees collected, 20/ and deposits quarterly with the auditor all orders redeemed. 21/ The treasurer is ex officio a member of Switzerland County Board of Review. 22/

The treasurer keeps separate cashbooks--for taxes and special assessments and for payments for all other purposes. 23/ He is required to keep his books by separate accounts for separate funds or specific appropriations as well as by one general account. 24/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2.

2/ 1 Rev. Stat. 1852; Acts 1865, 1919; Burns 49-3101; Baldwin 5548.

3/ Rev. Laws 1824, ch. 23, sec. 1.

4/ Acts 1841, ch. 4, sec. 1.

5/ 1 Rev. Stat. 1852; Burns 49-3103; 49-3111; Baldwin 5550, 5558.

6/ Acts 1919; Burns 64-1502; Baldwin 15748.

7/ Acts 1919; Burns 64-1408; Baldwin 15745.

8/ Acts 1933; Burns 48-1219; Baldwin 11400.

Treasurer--Tax Collections

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- 9/ Acts 1919; Burns 64-1516; Baldwin 15770.
10/ Acts 1919; Burns 64-1705; Baldwin 15722.
11/ Acts 1919; Burns 64-1801; Baldwin 15723.
12/ Acts 1933; Burns 64-804; Baldwin 15585.
13/ Acts 1933; Burns 64-827; Baldwin 15608.
14/ Acts 1933; Burns 64-827; Baldwin 15925.
15/ Acts 1895, 1913; Burns 49-1403; Baldwin 7578.
16/ Acts 1919; Burns 64-2101; Baldwin 15802.
17/ Acts 1919; Burns 64-2501; Baldwin 15850.
18/ Acts 1919; Burns 64-2503; 64-2504; Baldwin 15852,
 15853.
19/ Acts 1859, 1861; Burns 49-1913; Baldwin 15059. Acts
 1937; Burns, 1937 suppl., 61-626; Baldwin, 1937 suppl., 13844-47.
20/ Acts 1895, 1903, 1913; Burns 49-1402; Baldwin 7577.
21/ 1 Rev. Stat. 1852; Burns 49-3114; Baldwin 5516.
22/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin
 15700.
23/ Acts 1919; Burns 64-2401; Baldwin 15802.
24/ 1 Rev. Stat. 1852; Burns 49-3109; Baldwin 5554.

Tax Collections

Personal and Real Property

116. TAX DUPLICATE, 1844-- . 87 vols.

Record of tax assessments, showing date assessed; name of taxpayer; amount assessed; lists of lots, in-lots, and lands in townships, villages, and cities; improvements; personals; polls; transfers; corporation stock; exemptions; deductions; corrections; and omissions. Arr. alph. by names of taxpayers. Hdw. 400 pp. 18 x 25 x 2. 39 vols., 1844-89, Aud-Recr. Bk., 48 vols., 1889-1936, Tr. Bk. . .

Treasurer--Tax Collections

(117-120)

117. MORATORIUM TAX DUPLICATES, 1934--. 1 vol.

Record of properties on which legal delay of tax payments were granted, showing name of taxing unit; number of tax duplicate; amounts of arrears, penalties dropped, interest, and principal due; and total payment pending. Arr. by numbers of tax duplicates. Hdw. 7 pp. 17 x 11 x 1. Tr. off.

118. TREASURER'S CASH BOOK, Register of Taxes Collected, 1893--. 14 vols. (2 sets, 1-7).

Record of tax collections, and the distribution of proceeds of same to several county funds, showing date tax paid, amount, receipt number, name of fund, amount paid to each, and total distributed. Arr. alph. by names of taxing units. Hdw. 400 pp. 18 x 13 x 3. Tr. vt.

119. TAX RECEIPTS, 1850--. 1200 vols.

Copies of receipts issued for taxes paid, showing date of payment, amount and kind of tax, and total amount collected. Arr. alph. by names of twps. Hdw. 150 pp. 13 x 10 x 1 $\frac{1}{2}$. 1070 vols., 1850-1926, coal shed; 150 vols., 1926--. Tr. vt.

120. TAX DUPLICATES, Receipts, 1885--. 728 bdlr.

Duplicate tax receipts, showing date of payment, numbers of receipt and installment, name of payer, amounts of tax and delinquency, description of property, real and personal, and polls. No index. 1 $\frac{1}{2}$ x 4 x 10. Tr. vt.

Delinquent

121. RECORD OF DELINQUENT LANDS AND LOTS ADVERTISED, 1872--.

4 vols. (1-4).

Record of lands and lots advertised for sale, for non payment of taxes, showing name of delinquent owner, description and location of property, value of land and improvements, itemized delinquent tax, cost of advertising, and total amount delinquent in county. No index. Hdw. 300 pp. 18 x 13 x 3. Tr. vt.

Receipts and Disbursements

122. DAILY BALANCE, CASH AND DEPOSITORIES, 1924--. 7 vols.

(1-7).

Record of daily receipts and disbursements, showing cash on hands and in depositories at close of each day, and daily amount deposited. Arr. chron. Hdw. 400 pp. 18 x 13 x 3. Tr. off.

123. LEDGER, 1872--. 1 vol.

Record of daily cash receipts, showing date, names of payee and fund charged, amount, and total amount of receipts and cash balance. Arr. chron. Hdw. 368 pp. 16 x 11 x 2. Tr. vt.

124. REVISED TREASURER'S LEDGER, RECEIPTS AND RECORD OF RECEIPTS AND DISBURSEMENTS, 1912--. 3 vols. (1-3).

Record of receipts and disbursements, showing date, names of payee, and payer, amount, warrant number, fund charged and credited, source of revenue, purpose of disbursement, and balance in account. Arr. alph. by names of twps. Hdw. 200 pp. 16 x 18 x 2. Tr. vt.

125. TREASURER'S REGISTER OF RECEIPTS, 1924--. 1 vol.

Record of receipts from all sources other than taxes, showing amount, date, name of payer, title of fund, purpose of payment, and total amount. Arr. by receipt numbers. Typed. 250 pp. 17 x 12 x 2 $\frac{1}{2}$. Tr. off.

126. CASH BOOK OF DISBURSEMENTS ON AUDITOR'S WARRANTS, 1912--. 1 vol.

Record of disbursements on auditor's warrants, showing date and number of warrant; date of redemption; names of payee, fund, account, and appropriation; cause or purpose; amount; and total. Arr. alph. by names of payees. Hdw. 201 pp. 17 x 13 x 2 $\frac{1}{2}$. Tr. vt.

127. RECEIPTS, 1885--. 60 bds.

Receipts taken for all warrants drawn by auditor, showing date and number of receipt, names of payee and township, purpose, titles of fund and account, and amount. No index. 1 $\frac{1}{2}$ x 4 x 10. Tr. vt.

128. OLD WARRANTS, 1885--. 700 bds.

Warrants redeemed, showing names of payee and township; title of appropriation; date, purpose, and number of warrant; and amount. No index. 1 $\frac{1}{2}$ x 4 x 10. Tr. vt.

School Funds

129. REGISTER OF SCHOOL INTEREST COLLECTED, 1826-90. 1 vol.

Record of interest collected on school fund loans, showing date of payment, name of payer, and term of payment, and number and amount of loan. No index. Hdw. 200 pp. 16 x 11 $\frac{1}{2}$ x 2. Tr. vt.

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XV. AUDITOR

The auditor is a constitutional officer, elected for a four-year term. No person is eligible to the office of auditor for more than eight years in any twelve-year period. 1/ He is required to post bond in the amount of ten thousand dollars approved by and filed with the county commissioners. 2/

Prior to the Constitution of 1951, this office was established in Ohio County at the organization of the county in 1844, under authority of an act by the legislature of 1841. 3/

The auditor is the financial agent of the county and the routine administration of county affairs centers in his office, through which all financial transactions are conducted.

The principal functions of the auditor are fourfold: As a county "controller", he keeps the accounts of the county and issues warrants for all claims allowed by the commissioners, by court order, 4/ or otherwise as statutes provide. 5/ Ex officio he is clerk to the board of commissioners, 6/ the county council, 7/ and the board of tax adjustment, 8/ and secretary of the board of finance. 9/ He is also a member and the secretary of the board of review, 10/ and a member of the school fund board. 11/ As a tax officer, he prepares the official tax duplicates, 12/ certifies to the treasurer the amount of taxes due from banks; 13/ and, if the board of tax adjustment fails to complete its duties on time or to reduce the rate to the legal maximum, fixes the tax rate within any municipal corporation in the county. 14/ As budget officer he compiles estimates made to him by each county agency;

Auditor

(next entry 130, page 113)

keeps them on file for one month, subject to inspection by any taxpayer; and submits them with his recommendations to the county council at its annual meeting. 15/

Other duties are: Managing the common school and the congressional township school funds, with the exception of making loans; 15/ preparing the ditch duplicate, covering assessments for construction or repair of ditches and drains; 17/ issuing licenses to peddlers, shows, and theaters, 18/ and permits for public warehouses; 19/ acknowledging deeds and mortgages executed for the security of trust fund loans; 20/ and approving bonds of townships trustees. 21/

The auditor keeps a record of all the financial transactions of his office in cashbooks, 22/ warrant books, 23/ and fee books, 24/ and in such separate books as prescribed by statute. He is required to keep separate accounts for each specific item of appropriation by the county council 25/ and an accurate account current, with the treasurer, of county funds. 26/ He also keeps a transfer book, arranged by townships, cities, and towns, of all land conveyances in the county. 27/ He keeps the records of all the boards of which he is clerk or secretary and must preserve the documents, books, papers, and maps deposited in his office. 28/

All the records are located in the courthouse.

1/ Const., art. 6, sec. 2.

2/ Acts 1829; Burns 49-3003; Baldwin 5417.

3/ Acts 1841, ch. 2, sec. 1.

4/ Acts 1897; Burns 26-309; Baldwin 5257.

Auditor--Audits and Reports

(130)

- 5/ 1 Rev. Stat. 1852; Burns 42-3005; Baldwin 5419.
- 6/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418.
- 7/ Acts 1899; Burns 26-509; Baldwin 5373.
- 8/ Acts 1937; Burns, 1937 suppl., 64-310; Baldwin, 1937 suppl., 15897-4
- 9/ Acts 1937; Burns, 1937 suppl., 61-629; Baldwin, 1937 suppl., 15844-50.
- 10/ Acts 1919, 1920 (Spec. Sess.); Burns 64-1201; Baldwin 15700.
- 11/ Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.
- 12/ Acts 1919; Burns 64-1403; Baldwin 15740.
- 13/ Acts 1935; Burns 64-810; Baldwin 15591.
- 14/ Acts 1937; Burns, 1937 suppl., 64-314; Baldwin, 1937 suppl., 15897-3.
- 15/ Acts 1899; Burns 26-520; Baldwin 5304.
- 16/ Acts 1865; Burns 28-105; Baldwin 6811. Acts 1865, 1935; Burns, 1937 suppl., 28-209; Baldwin, 1935 suppl., 6558.
- 17/ Acts 1935; Burns 27-134; Baldwin 5770.
- 18/ 1 Rev. Stat. 1852; Burns 42-204; Baldwin 10447.
- 19/ Acts 1875, 1979 (Spec. Sess.); Burns 67-201; Baldwin 16208.
- 20/ 1 Rev. Stat. 1852; Burns 49-3011; Baldwin 5425.
- 21/ Acts 1915; Burns 65-103; Baldwin 16061.
- 22/ Acts 1895; Burns 49-1401; Baldwin 7578.
- 23/ 1 Rev. Stat. 1852; Burns 49-3005; Baldwin 5419.
- 24/ Acts 1895; Burns 49-1306; Baldwin 7559.
- 25/ Acts 1899; Burns 26-523; Baldwin 5327.
- 26/ 1 Rev. Stat. 1852; Burns 49-3010; Baldwin 5423.
- 27/ Acts 1919; Burns 64-1403; Baldwin 15746.
- 28/ 1 Rev. Stat. 1852; Burns 49-3004; Baldwin 5418.

Audits and Reports

130. CERTIFICATE OF DISTRIBUTION, 1907--. 4 vols.

Record of certificates issued for distribution of tax receipts, showing date, amount, and name of fund, and title of tax writ.

Arr. chron. Hdw. 200 pp. 17 x 10 x 2. Aud-Recr. vt.

Auditor--Receipts and Disbursements

(131-135)

131. GRAND JURY REPORTS, 1900--. 1 file drawer.

Reports of grand jurors, showing amount allowed by circuit court for jury service, names of jurors and witnesses, days served, and amount due each. No index. 12 x 8 x 6. Aud-Recr. off.

Receipts and Disbursements

132. MONTHLY BALANCE RECORD, 1917--. 3 vols. (1-3).

Record of monthly cash balances, showing date, amounts received and disbursed, titles of account and fund, and monthly balance. No index. Hdw. 200 pp. 22 x 15 x 1 $\frac{1}{2}$. Aud-Recr. vt.

133. AUDITOR'S FEE AND CASE BOOK, 1898--. 2 vols. (1-2).

Itemized record of fees collected, showing date received, name of payer, source, service rendered, and total collected. Arr. chron. Hdw. 132 pp. 18 x 13 x 2. Aud-Recr. vt.

134. RECORD OF APPROPRIATIONS AND DISBURSEMENTS, 1876--.

15 vols. (1-15).

Record of appropriations and disbursements from various county funds, showing date, number and amount of warrant, fund drawn on, and balance. Arr. chron. Hdw. 300 pp. 28 x 14 x 2. 1876-1900, attic. stg.rm.; 1900-37, Aud-Recr. vt.

135. POOR REPORT, 1879-1920. 12 file boxes.

Report of amounts paid out for poor relief, showing date; name, age, sex, occupation, and address of recipient; number in family; amount of relief given; and total amount. No index. 2 x 14 x 12. Aud-Recr. vt.

Auditor--Taxes

(136-139)

Taxes

Appraisements

136. TRANSFER BOOK, 1875--. 13 vols.

Record of real estate transfers, showing names of grantor and grantee, date and kind of conveyance, description and location of property, and amount of consideration and fees collected.

Indexed alph. by names of grantors. Hdw. 500 pp. 18 x 13 x 3.

Aud-Recr. vt.

Returns

137. MORTGAGE EXEMPTION, 1890--. 47 vols.

Record of deductions for mortgage indebtedness, showing description and location of property, amount of mortgage, names of mortgagee and mortgagor, date of mortgage, and amount of exemption. Indexed alph. by names of mortgagors. Hdw. 500 pp. 13 x 10 x 5. 34 vol s., 1890-1924, attic stg. rm.; 13 vols., 1924--, Aud-Recr. vt.

Lists

138. ASSESSMENT LIST, PERSONAL PROPERTY, 1850--. 450 vols.

Record of personal property assessments, showing date assessed, name of owner, amount of tax, lists, schedules, and total taxable.

Indexed alph. by names of twps. Hdw. 100 pp. 18 x 6 x $\frac{1}{2}$.

Aud-Recr. vt.

Delinquents

139. REGISTER OF SALES FOR NON PAYMENT OF TAXES, 1896--.

1 vol.

Record of sales of lands and lots of delinquent owners to

Auditor--School Funds

(140-141)

discharge taxes, interest, and charges against them, showing dates of sale and redemption, names of owner and purchaser, location and description of property, amount recovered, and number of sale certificate. Indexed alph. by names of owners. Hdw. 200 pp. 18 x 13 x 3. Aud-Recr. vt.

School Funds

140. INVENTORY OF LOANS, Trust Fund, 1895--. 1 vol. Record of school and trust fund loans, showing date, name of borrower, amount borrowed, principal and interest, amount due, and dates of maturity and interest periods. No index. Hdw. 240 pp. 16 x 17 x 1. Aud-Recr. vt.

141. SCHOOL FUND LOANS, 1856--. 4 vols. (1-4). Record of school fund loans, showing date, name of borrower, amount of principal, rate of interest, date of maturity, and location and description of property covered by mortgage. Indexed alph. by names of borrowers. Hdw. 300 pp. 18 x 13 x 2 $\frac{1}{2}$. Aud-Recr. vt.

XVI. REGISTRATION OFFICER

The registration officer of Ohio County is the clerk of the circuit court, ex officio, by authority of an act of 1933. 1/

The Constitution of 1851 prescribed the qualifications of voters 2/ and an amendment of 1891 enjoined the general assembly to provide for the registration of all persons entitled to vote. 3/ Various laws for registration have been enacted: An act of 1867, establishing a township board of registry 4/ was repealed in 1869; 5/ acts of 1869 6/ and 1891, 7/ providing for registration in the office of the clerk of the circuit court, were declared unconstitutional in 1890 8/ and 1896, 9/ respectively; an act of 1911, providing for a precinct registration board, 10/ was repealed in 1917; 11/ an act of 1917, creating a board of registration commissioners, generally called the registration board, consisting of the clerk of the circuit court and two qualified electors appointed by him, one from each of the major political parties, 12/ was abolished in 1919 13/ and succeeded by precinct boards established by an act of that year; 14/ an act of 1925 created a registration board, consisting of the auditor and a person of opposite political faith, appointed by him. 15/ In 1927 all preceding acts from 1919 were repealed. 16/ The present system was established by an act of 1933, amended in 1935. 17/

The registration officer has full charge and control of the registration of the voters and provides all the necessary books and supplies for the registering of voters. 18/

Records compiled under the early laws outlined above are in the custody of the officer charged with their care, either the auditor or the clerk. Current records are in the office of the clerk of the circuit court as ex-officio registration officer. 19/

The records are located in the clerk's vault in the courthouse.

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- 1/ Acts 1833, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
 - 2/ Const., art. 2, sec. 2.
 - 3/ Const., art. 2, sec. 14.
 - 4/ Acts 1867, ch. 51, sec. 2.
 - 5/ Acts 1869, (Spec. Sess.), ch. 51, sec. 1.
 - 6/ Acts 1889, ch. 37, sec. 13.
 - 7/ Acts 1891, ch. 144, sec. 1.
 - 8/ 125 Ind. 241.
 - 9/ 144 Ind. 423.
 - 10/ Acts 1911, ch. 150, sec. 3.
 - 11/ Acts 1917, ch. 139, sec. 47.
 - 12/ Ibid., sec. 4.
 - 13/ Acts 1919, ch. 150, sec. 1.
 - 14/ Ibid., ch. 186, sec. 4.
 - 15/ Acts 1925, ch. 138, sec. 1.
 - 16/ Acts 1927, ch. 195, sec. 1.
 - 17/ Acts 1933, 1935; Burns, 1937 suppl., 29-306; Baldwin, 1935 suppl., 7304.
 - 18/ Acts 1933; Burns 29-309; Baldwin 7307.
 - 19/ Acts 1933; Burns 29-315, 29-316; Baldwin 7313, 7314.

142. REGISTER OF NOTICE TO HOLD RESIDENCE, 1890-92. 1 vol.

Record of notices filed by voters that they have taken residence in county and intend to exercise right of franchise, showing name, address, township, ward, and precinct of voter. Indexed alph. by names of petitioners. Hdw. 500 pp. 16 x 12 x 3.

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XVII. BOARD OF PRIMARY ELECTION COMMISSIONERS ETC

The board of primary election commissioners of Ohio County was established by an act of 1915. The board consists of the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairman of the county committees of the parties. The primary election commissioners serve as election commissioners at the election for which nominations in the primary are made. 1/

The board prepares and distributes the primary ballots and supervises primary elections for the nomination of candidates for judicial, legislative, county, township, and city offices, and for the election of party officers and delegates. 2/

Record of primary election matters are filed in the office of the clerk of the circuit court (a member of the board of primary election commissioners) for preservation as provided by statute. 3/

1/ Acts 1913, 1917; Burns 29-304; Baldwin 7137.

2/ Acts 1915; Burns 29-301; Baldwin 7137. Acts 1915, 1917; Burns 29-304; Baldwin 7190. Acts 1915, 1937; Burns, 1937 suppl., 29-315; Baldwin, 1937 suppl., 7201. Acts 1938; Burns 29-1807; Baldwin 11639.

3/ Acts 1939; Burns 29-1009; Baldwin 7113. Acts 1911, 1913, 1915; Burns 29-2503; Baldwin 7445. Acts 1911; Burns 29-2510; Baldwin 7447.

No records could be found.

XVIII. BOARD OF CANVASSERS

The board of canvassers of Ohio County, consisting of the election commissioners, was established by an act of 1905. 1/ The members are the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairmen of the county committees of the parties. 2/ The board elects its own chairman and its clerk is the clerk of the circuit court. 3/

Prior to 1905, the board of canvassers, as first established under the authority of the revised statutes of 1852, consisted of all the precinct inspectors of election of the county. 4/

The members of the board are required to assemble at six o'clock, p.m., on the day of each election to canvass and estimate the certificates, poll lists, and tally papers returned by the election inspectors; 5/ to tabulate therefrom the votes of the county; 6/ and to declare in a certified statement the candidates elected in the county. 7/

such certificates, together with a statement of all votes tabulated, canvass sheets, poll books, and tally papers, are delivered to the clerk of the circuit court and filed and preserved by him in his office, open to the inspection of any legal voter. 8/

1/ Acts 1905, 1927; Burns 29-1401; Baldwin 7377.

2/ Acts 1889, Burns 29-1002; Baldwin 7109.

3/ Acts 1905; Burns 29-1402; Baldwin 7378.

Board of Canvassers

(Next entry 143, page 124)

- 4/ 1 Rev. Stat. 1852, ch. 31, sec. 32.
- 5/ Acts 1893, 1927; Burns 29-1401; Baldwin 7377.
- 6/ Acts 1905; Burns 29-1404; Baldwin 7380.
- 7/ Acts 1905; Burns 29-1408; Baldwin 7381.
- 8/ Acts 1905; Burns 29-1404; Baldwin 7380.

No records could be found.

XIX. BOARD OF ELECTION COMMISSIONERS

The board of election commissioners of Ohio County was established by an act of 1889. The board consists of the clerk of the circuit court, and two persons appointed by him, one from each of the major political parties, nominated by the respective chairmen of the county committees of the parties. 1/ The primary election commissioners, since 1915, serve as the election commissioners at general elections. 2/ The board of election commissioners, since 1905, constitutes the board of canvassers. 3/

The board supervises general elections and prints and distributes ballots for the election of county officers. The ballots are prepared in accordance with petitions for placing candidates' names on the ballot and with certificates of nomination by convention or primary election, as filed with the clerk of the circuit court. 4/

Records of all general elections are filed in the office of the clerk of the circuit court (a member of the board of election commissioners) for preservation as provided by statute. 5/

1/ Acts 1889; Burns 29-1002; Baldwin 7109.

2/ Acts 1915, 1917; Burns 29-504; Baldwin 7197.

3/ Acts 1905; Burns 29-1401; Baldwin 7377.

4/ Acts 1889; Burns 29-1002; Baldwin 7109.. Acts 1899, 1933; Burns 29-1003; Baldwin 7110.

5/ Acts 1889; Burns 29-1009; Baldwin 7113. Acts 1911, 1913; 1915; Burns 29-2508; Baldwin 7445. Acts 1911; Burns 29-2510; Baldwin 7447.

No records could be found.

XX. BOARD OF EDUCATION

The board of education of Ohio County, under the authority of an act of 1877, consists of the county superintendent of schools, the township trustees, and the chairman of school trustees of each city and town of the county. The majority of the members constitutes a quorum, and the superintendent of schools presides at its meetings and has a vote on all questions. 1/

The board was first established by an act of 1873 with the same membership except that all the school trustees of each town and township of the county were members. 2/

The board meets semiannually on the first day of May and September to consider the general needs of the schools and to provide for the maintenance of school property and purchase of furniture, books, maps, charts, and other supplies. 3/ It may purchase textbooks from publishers and sell them to pupils at cost 4/ or rent them to pupils at not to exceed twenty-five per cent of the retail price. 5/

The records are located in the office of the superintendent of schools in the courthouse.

1/ Acts 1873, 1877; Burns 28-601; Baldwin 5983.

2/ Acts 1873, ch. 25, sec. 8.

3/ Acts 1873, 1877; Burns 28-601; Baldwin 5983.

4/ Acts 1921; Burns 28-614; Baldwin 6092.

5/ Acts 1935; Burns, 1937 suppl., 28-638; Baldwin, 1935 suppl., 6692-1.

Board of Education

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143. BOARD OF EDUCATION RECORD, 1917--. 1 vol.

Minutes of the meetings of the board of education, showing date, roll call, business transacted, orders, and recommendations.

Arr. chron. Hdw. 420 pp. 18 x 14 x 2 $\frac{1}{2}$.

(Next entry 144, page 126)

XXI. SUPERINTENDENT OF SCHOOLS

The superintendent of schools of Ohio County is elected by the township trustees for a four-year term, under the authority of an act of 1899 and later amendments, which increased his powers as originally defined in an act of 1873. 1/ No person is eligible to the office of superintendent of schools who has not had five years' successful experience as a teacher and who does not hold a first or second grade superintendent's license. 2/ The superintendent must execute a bond of five thousand dollars, approved by the auditor. 3/

Prior to 1899, the board of commissioners, by an act of 1853, appointed one to three school examiners for the county; 4/ by an act of 1861, one school examiner. 5/ The title of school examiner was changed to superintendent of schools and the power of appointment was transferred to the township trustees, by an act of 1873. 6/

The superintendent exercises general supervision of the schools outside of incorporated cities and towns of Ohio County. 7/ His duties are to visit the schools in session for the purpose of increasing their usefulness and raising their standards as uniformly as practicable; 8/ to conduct county teachers' institutes 9/ and conduct and preside over township institutes; 10/ to report as to teachers' preparation, experience, and license before they are employed; 11/ to compile the enumeration of pupils of the county 12/ and from such returns make out the apportionment of the school revenues; 13/ and to carry out the orders of the state board

Superintendent of Schools--Activities and Reports

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of education and the state superintendent of public instruction. 14/
 He is ex-officio member of the county board of education and pre-
 sides at its meetings. 15/

The superintendent keeps a record of minutes of his proceed-
 ings 16/ and a complete record of licenses held by all regular
 school teachers, date of employment, and their success grades. 17/

All the records are located in the office of the superintendent
 of schools in the courthouse.

1/ Acts 1873, ch. 25, secs. 3-4, 6-8. Acts 1899, 1911, 1913;
 Burns 28-702; Baldwin 5931.

2/ Acts 1935; Burns, 1937 suppl., 28-701; Baldwin 1935
 suppl., 5935-1.

3/ Acts 1899, 1911, 1913; Burns 28-702; Baldwin 5931.

4/ Acts 1853, ch. 106, sec. 6.

5/ Acts 1861, ch. 41, sec. 32.

6/ Acts 1873, ch. 25, sec. 2.

7/ Acts 1873; Burns 28-1401; Baldwin 5973. Acts 1899; Burns
 28-705; Baldwin 5940.

8/ Acts 1899; Burns 28-704; Baldwin 5938.

9/ Acts 1907, 1929, 1933; Burns 28-4402; Baldwin 6725.

10/ Acts 1899; Burns 28-706; Baldwin 5942.

11/ Acts 1927, 1933; Burns 28-4309; Baldwin 6005.

12/ Acts 1865, 1873, 1895; Burns 28-702; Baldwin 5948.

13/ Acts 1865; Burns 28-715; Baldwin 5949.

14/ Acts 1899; Burns 28-704; Baldwin 5938.

15/ Acts 1873, 1877; Burns 28-801; Baldwin 5937.

16/ Acts 1915; Baldwin 5945.

17/ Acts 1923; Burns 28-4217; Baldwin 5928.

Activities and Reports

144. SUPERINTENDENT OF SCHOOLS OFFICIAL RECORD, 1886--.

1 vol.

Record of all official business of superintendent, showing date,
 subject matter, and decision. Arr. chron. Bdw. 500 pp. 16 x 12
 x 2. Supt. off.

Superintendent of Schools--Activities and Reports (145-149)

145. RECORD OF BOARD MEETINGS, 1917--. 1 vol.

Minutes of board meetings, showing date, roll call, business matters, and decision of board. Arr. chron. Hdw. 325 pp. 14 x 10 x 1 $\frac{1}{2}$. Supt. off.

146. RECORD OF ELECTION OF SCHOOL SUPERINTENDENT, 1873--.
1 vol.

Record of meetings of township trustees to select a new superintendent of schools, showing date of meeting, roll call, selection of chairman, reading of applications, deliberations, final vote, and selection of new superintendent. Arr. chron. Hdw. 230 pp. 15 x 10 x 1 $\frac{1}{2}$. Aud-Recr. vt.

147. RECORD OF TIME EMPLOYED IN OFFICE, 1905-19. 1 vol.

Record of work performed by superintendent of schools in office, showing date, number of hours, and business transacted. Arr. chron. Hdw. 280 pp. 14 x 10 x 1. Supt. off.

148. CURRENT PAPERS, 1936--. 1 file drawer.

Record of current school items, as materials and supplies bought, appropriations for different school districts, teachers' salaries, and similar financial matters. Arr. chron. 24 x 12 x 10. Supt. off.

Enumeration

149. ENUMERATION OF SCHOOL CHILDREN, 1889--. 1 file box.

Record of children of school age, showing date, name, age, sex, color, and school grade of child; and names and address of parents. Indexed alph. by names of children. 24 x 12 x 10. Supt. off.

Teachers

150. BY-MONTHLY REPORT, 1918--. 1 file box.

By-monthly reports from teachers, showing date, name of teacher, name and number of school, and progress made by scholar. Arr. chron. 24 x 12 x 10. Supt. off.

Pupils

151. INDIANA ELEMENTARY RECORD CARD, 1933--. 1 file drawer.

Record of grades made by school children, showing age, color and sex of scholar; grade made in each subject; and name of teacher. Arr. alph. by names of schools. 24 x 12 x 10. Supt. off.

152. LIST OF GRADUATES FROM 8th GRADE, 1905--. 1 vol.

List of 8th grade graduates, showing name, age, sex, and color of pupil; grade average for year by subject; and date of graduation. Indexed alph. by names of pupils. Hdw. 372 pp. 14 x 10 x 1 $\frac{1}{2}$. Supt. off.

(Next entry 153, page 130)

XXII. HEALTH COMMISSIONER

The health commissioner of Ohio County is elected by the board of commissioners for a four-year term, under the authority of an act of 1909. 1/ He must be a licensed physician, well informed in sanitary science and hygiene, and skilled in the preventive management of infectious and contagious diseases. He is required to pass an examination in hygiene and sanitary science, prescribed by the state board of health, 2/ and to give bond in the amount that the board of commissioners determines. 3/

From 1861 to 1909 the board of commissioners constituted ex officio the county board of health and elected annually a secretary, who was a physician and served as health officer. 4/ An act of 1891 enlarged the duties of the board and its secretary was its executive officer. 5/ The act of 1909 abolished the board of health.

The health commissioner enforces the health laws of the state and the rules and regulations of the state board of health, 6/ oversees inspection of food and drugs, 7/ condemns building unfit for human habitation, 8/ and issues burial permits. 9/ He makes inspections of all public buildings and institutions and of private property; investigates the presence, source, and cause of disease, and establishes quarantine; if necessary, closes schools and churches and forbids public gatherings in order to prevent epidemics; and protects the public health in all reasonable and necessary ways. He makes monthly reports of his work to the state board of health. 10/

The health commissioner collects, records, and reports the vital statistics of the county, and keeps full and permanent records of the public health work and of his reports. 11/

(An act of 1935, effective January 1, 1938, changed the title of health commissioner to health officer and augments his duties and powers.) 12/

All the records are located in the health commissioner's private office, in the courthouse.

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- 1/ Acts 1891, 1909; Burns 35-108; Baldwin 8402.
 - 2/ Acts 1891, 1909; Burns 31-110; Baldwin 8404.
 - 3/ Acts 1891, 1909; Burns 35-108; Baldwin 8402.
 - 4/ Rev. Stat. 1891, sec. 4593.
 - 5/ Acts 1891, ch. 15, sec. 8.
 - 6/ Acts 1901, 1909; Burns 35-111; Baldwin 8405.
 - 7/ Acts 1907; Burns 35-1207; Baldwin 8476.
 - 8/ Acts 1917; Burns 35-1601; Baldwin 8563.
 - 9/ Acts 1907, 1913; Burns 35-115; Baldwin 8398.
 - 10/ Acts 1891, 1909; Burns 35-111; Baldwin 8405.
 - 11/ Ibid. Acts 1891, 1909; Burns 35-108; Baldwin 8402.
 - 12/ Acts 1935; Burns, 1937 suppl., 35-116 to 35-129; Baldwin, 1935 suppl., 8404-1 to 8404-12.

Vital Statistics

153. [VITAL STATISTICS RECORD], 1882-- . 3 vols.

Record of vital statistics. Contains: Birth Record, entry 154; Death Record, entry 156; Contagious Disease Record, entry 155.
No index. Edw. 372 pp. 18 x 14 x 3/4.

154. BIRTH RECORD, 1882--. In Vital Statistics Record,
entry 153.

Record of births, showing name, sex, date of birth, and color of child; names and residence of parents.

155. CONTAGIOUS DISEASE RECORD, 1882--. In Vital Statistics Record, entry 153.

Record of infectious diseases, showing date, name, residence, kind of disease, and record of quarantine.

156. DEATH RECORD, 1882--. In Vital Statistics Record,
entry 153.

Record of deaths, showing date, name and age of deceased, cause of death, place of death and burial.

(Next entry 157, page 133)

XXIII. DEPARTMENT OF PUBLIC WELFARE

The department of public welfare of Ohio County, created by the legislature in 1936, is administered by a board of public welfare. 1/ The department may sue or be sued in its own name. 2/

Previous to the creation of the department of public welfare, an old-age pension system was administered by the board of commissioners, under an act of 1933, 3/ and child welfare, by the board of children's guardians, under an act of 1901. 4/ These duties, together with the right of advisory inspection of public institutions formerly belonging to the board of charities and corrections, under an act of 1890, 5/ were consolidated in the new department. 6/

The board of public welfare consists of five persons having a recognized interest in and knowledge of the problems of public welfare, who must be residents of the county for two years prior to appointment. The members are appointed by the judge of the circuit court; at least two must be women and not more than three may be adherents of any one political party. The terms of the first appointees are: One for one year, two for two years, and two for four years; and thereafter the terms are four years. The board holds a regular meeting once a month, the August meeting to be known as the annual meeting, and it may hold other meetings pursuant to call. 7/ Its duties are to appoint the director of public welfare who is the executive and administrative officer of the department and serves as secretary of the board; 8/ to receive and administer gifts and bequests of personal property and income from

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(next entry 157, page 180)

real estate for the benefit of children under its supervision or of any home or institution caring for neglected or dependent children under its supervision; to invest any funds so received by it, such investments being kept in a special fund and not commingled with funds received from taxation; 9/ and to adopt an annual budget for the department for consideration by the county council. 10/

The director of public welfare must give bond not to exceed five thousand dollars, approved by the judge of the circuit court and filed in the office of the clerk. 11/ He appoints with the approval of the board, all assistants in the department from eligible lists established by the state department, and fixes their salary. 12/ As executive officer of the department, he exercises all the rights, powers, and duties conferred by law on the department under the rules, regulations, and orders of the state and county boards, 13/ and compiles the annual budget for submission to the board. 14/ The director of public welfare performs the functions of probation officer or agent of the court in welfare matters under the supervision of any court having jurisdiction. 15/

The department of public welfare is charged with the administration of assistance to dependent children in their own homes; old-age assistance; services and assistance to persons otherwise handicapped; the care and treatment of dependent, neglected, and handicapped children; children in danger of becoming delinquent;

Department of Public Welfare

(Next entry 157, page 116)

and other such welfare activities as are delegated to it by the state department including services connected with assistance to the blind. The department also reports to the state department as directed by the latter. 15/ The department also administers provisions and benefits of the Federal "Social Security Act" of August 14, 1935. 17/

All expenditures for assistance and administration of the department are paid from the county welfare fund raised by a separate tax levy, 18/ to which are added such repayments as may be made under legal liability by recipients, their parents, children, or other persons liable for their support. 19/ The county receives reimbursement of certain proportions of its expenditures from the state, and a part of any Federal funds granted to the state, 20/ to be paid into the county welfare fund. All claims for administrative expenses are subject to allowance by the board of commissioners. Claims for assistance are not so subject but are determined by the department and approved by the director. 21/

The auditor keeps the records relating to the county welfare fund and other financial transactions. 22/ The department keeps such records and accounts relating to assistance as the state department prescribes. 23/ All records, except applications for assistance, awards, and modification and revocation of awards, are confidential. 24/

All the records are located in the welfare office in the courthouse.

Department of Public Welfare

(Cont. overy 134, page 134)

- 1/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1117; Baldwin, 1937 suppl., 14078-16.
- 2/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1122; Baldwin, 1937 suppl., 14078-23.
- 3/ Acts 1936, ch. 36, sec. 2.
- 4/ Acts 1901, ch. 173, secs. 1-2, 5.
- 5/ Acts 1898, ch. 31, secs. 1, 3.
- 6/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1121; Baldwin, 1937 suppl., 14078-22. Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1119; Baldwin, 1937 suppl., 14078-22.
- 7/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1116; Baldwin, 1937 suppl., 14078-19.
- 8/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1119; Baldwin, 1937 suppl., 14078-20.
- 9/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1122; Baldwin, 1937 suppl., 14078-23.
- 10/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1302; Baldwin, 1937 suppl., 14078-20.
- 11/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1119; Baldwin, 1937 suppl., 14078-20.
- 12/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1123; Baldwin, 1937 suppl., 14078-24.
- 13/ Acts 1936 (Spec. Sess.), 1937; Burns, 1937 suppl., 52-1124; Baldwin, 1937 suppl., 14078-27.
- 14/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1302; Baldwin, 1937 suppl., 14078-20.
- 15/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1120; Baldwin, 1937 suppl., 14078-21.
- 16/ Ibid.
- 17/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1113; Baldwin, 1937 suppl., 14078-14.
- 18/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1301; Baldwin, 1937 suppl., 14078-26.
- 19/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1263; Baldwin, 1937 suppl., 14078-24.
- 20/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1219; 52-1249, 52-1254; Baldwin, 1937 suppl., 14078-50, 14078-80, 14078-85, Acts 1936 (Spec. Sess.); 1937; Burns, 1937 suppl., 52-1124a; Baldwin, 1937 suppl., 14078-24a.
- 21/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1124; Baldwin, 1937 suppl., 14078-25.
- 22/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1401; Baldwin, 1937 suppl., 14078-113.
- 23/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1260; Baldwin, 1937 suppl., 14078-91.
- 24/ Acts 1936 (Spec. Sess.); Burns, 1937 suppl., 52-1262; Baldwin, 1937 suppl., 14078-93.

Department of Public Welfare

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157. MINUTE BOOK, 1936--. 1 vol.

Minutes of meetings of welfare board, showing discussion of assistance for aged and blind, and dependent children, amount allowed, and assistance or action deferred. Arr. chron. Typod. 570 pp. 18 x 14 x 3.

158. GENERAL INDEX, 1936--. 1 file box.

Index to welfare cases, showing name of client, number of record page and case, title, date, and kind of assistance granted. Arr. alph. 10 x 5 x 5.

159. REGISTER OF ALL APPLICATIONS, 1936--. 1 vol.

Record of applications filed with board of public welfare, showing dates filed and granted, application, code, and serial numbers; names and addresses of applicant and investigator; complete report; and decision of board. Arr. alph. by names of applicants. Edw. 320 pp. 14 x 9 x 1 $\frac{1}{2}$.

160. CASE RECORD, 1936--. 1 file drawer.

Case history of public welfare cases in applications for old age, blind, and dependent children's assistance, showing numbers of application and case, date of birth, name, color, age, and residence of applicant, and reasons for assistance. Arr. chron. 30 x 16 x 10.

- 161. LEGAL OPINIONS, 1936--. 1 file drawer.

Record of information obtained in investigating applications for old age, blind, and dependent children assistance, showing name of applicant, date of inquiry, and opinions of relatives,

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physicians, corporations, county officials, lodge, and government officials. Arr. by application numbers. 30 x 16 x 10.

162. COUNTY DEPARTMENT OF PUBLIC WELFARE, 1936--. 1 vol.

Record of actions taken in cases of applications for welfare recommendations, showing code number, name of applicant, dates of action of directors and board, and signatures and seal. Arr. chron. Hdw. 225 pp. 14 x 10 x 2.

163. RECORD OF ASSISTANCE GIVEN AGED PERSONS, 1937--.

2 vols.

Record of assistance given indigent aged persons, showing application, code, and serial numbers; name and address of applicant; dates granted and effective; signature of director; number of, dates of, and reason for withdrawal; name, birth date, age, color, sex, and address of recipient; amount of allowance; and warrant number. Indexed alph. by names of beneficiaries. Hdw. 500 pp. 14 x 8 x 4.

For other old age pension records, see entry 6.

164. RECORD ASSISTANCE GIVEN DEPENDENT CHILDREN, 1936--.

1 vol.

Record of assistance granted dependent children and information and investigations gathered by investigators, showing name of county; name, address, and birthplace of applicant; date allowed; warrant number; and amount of assistance granted. Indexed alph. by names of applicants. Hdw. 225 pp. 14 x 8 x 2.

165. REGISTER OF CLAIMS FILED AND APPROVALS OF WARRANTS

ISSUED, 1936--. 1 vol.

Record of claims for burial expenses for persons having died while beneficiaries of welfare payments, showing date; record, page, and line numbers; appropriations; account chargeable; number, amount, and date of warrant; name of deceased; and name and address of person receiving payment. Arr. chron. Hdw. 50 pp. 14 x 10 x 1.

166. RECEIPT BOOK OF PAYMENTS OF PUBLIC ASSISTANCE,

1936--. 3 vols.

Record of public assistance paid, showing names of county and state; date; serial, code, application, and account numbers; amount paid; and signature of director. Indexed alph. by names of payees. Hdw. 200 pp. 18 x 8 x 1.

167. DEATH RECORD, 1936--. 1 vol.

Record of deceased clients on lists of welfare board, showing name, age, color, sex, and cause of death of deceased; amounts for assistance and for burial; and total to date. Indexed alph. by names of deceased. Hdw. 160 pp. 14 x 8 x 1.

CHIEF SURVEYOR

The surveyor is a constitutional officer, elected for a two-year term, without restriction on reelection. 1/ He must give bond in an amount fixed by the board of commissioners of not less than five thousand dollars. 2/

Prior to the Constitution of 1851, the surveyor was a statutory officer, appointed in Ohio County in 1804, by the governor, under the authority of an act of 1804, 3/ and by the board of commissioners by an act of 1851. 4/

The surveyor has charge, under the direction of the board of commissioners, of all surveying and civil engineering work of the county, including the preparation of plans and specifications for, and supervision of, the construction of all bridges, turnpikes, roads, and levees. 5/ He supervises the construction and maintenance of all ditches. 6/ He also has charge of the repair and maintenance of county highways, 7/ unless the board of commissioners employ a highway supervisor. The board of commissioners of Ohio County has employed an extra officer as highway supervisor, as permitted by statute. 8/

For private parties, the surveyor takes acknowledgments of mortgages and deeds for the conveyance of real estate, 9/ and, upon request, makes surveys and establishes lines and corners of lands. 10/

The surveyor is required to preserve a copy of the original field-notes of the survey of the townships in his county 11/ and a record of all surveys made by him. 12/

All the records are located in the auditor's and recorder's vault.

1/ Const., art. 6, sec. 2; 1 Rev. Stat. 1852; Burns 49-3301; Baldwin 5504.
 2/ Acts 1918; Burns 49-3302; Baldwin 5505.
 3/ Acts 1917-18, ch. 30, sec. 1.
 4/ Rev. Laws 1851, ch. 108, sec. 1.
 5/ 1 Rev. Stat. 1852, Acts 1911; Burns 49-3300; Baldwin 5508.
 6/ Acts 1858; Burns 27-101; Baldwin 5737.
 7/ Acts 1865; Burns 53-1101, 53-1102; Baldwin 5689, 5700.
 8/ Acts 1868; Burns 53-1110; Baldwin 5735.
 9/ 1 Rev. Stat. 1852, Acts 1867; Burns 49-3317; Baldwin 5519.
 10/ 1 Rev. Stat. 1852, Acts 1875; Burns 49-3311; Baldwin 5509.
 11/ 1 Rev. Stat. 1852, Acts 1811; Burns 49-3308; Baldwin 5508.
 12/ 1 Rev. Stat. 1852, Acts 1875; Burns 49-3311; Baldwin 5509.

162. DEPARTMENT'S RECORDS, 1857-1916. 1 vol.

Records of real estate surveys, showing boundary and section lines of sections, townships, and ranges; river and road abutments; and names of owners. Indexed alph. by names of owners. Law.
 260 pp. 16 x 12 x 1 1/2.

NEW HIGHWAY SUPERVISOR

The highway supervisor of Ohio County is appointed by the board of commissioners under the authority of an act of 1833 and serves at the will of the board. The board may appoint the surveyor or any other person to the office; in the event they do not make such appointment, the duties are performed by the surveyor without additional compensation. In Ohio County the board of commissioners has appointed an extra officer to serve as highway supervisor. 1/

From 1879 to 1913 the board of commissioners was constituted by the legislature a board of turnpike directors for the management and control of county highways. 2/ This board was abolished by an act of 1913 and the office of superintendent of highways was created. This officer was appointed by the board of commissioners and placed in charge of highways. 3/ This office was abolished in 1933 4/ and the duties of the superintendent of highways transferred to the surveyor, 5/ unless the board of commissioners appoint a highway supervisor. 6/

The highway supervisor has general charge of the repair and maintenance of county highways, bridges, and culverts; 7/ maps all highways, dividing the roads into districts, giving each road a separate name or number and setting forth the length and character of each road and the kind and volume of traffic, for the purpose of uniform maintenance; 8/ exercises police power in the control of highways and may fix the limit of loads for any highway, bridge, or culvert; 9/ establishes standards for maintenance according to topography, nature, and volume of traffic and the availability of

Highway Supervisor

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repair materials; and makes a complete itemized estimate of the cost of repair and maintenance of highways, bridges, and culverts for the annual budget. 10/

The records of the highway supervisor are maps of the highway system made by him; 11/ reports of work in progress; 12/ monthly reports to the board of commissioners of all work done; and an annual report of his work with a complete statement of all expenditures under his supervision. 13/

The records are located in the auditor's and recorder's office in the courthouse.

- 1/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 2/ Acts 1879, ch. 116, sec. 1.
- 3/ Acts 1913, ch. 330, sec. 1.
- 4/ Acts 1933; Burns 36-1113.
- 5/ Acts 1933; Burns 36-1110; Baldwin 8708.
- 6/ Acts 1933; Burns 36-1101, 36-1102, 36-1110; Baldwin 8699, 8700, 8708.
- 7/ Ibid.
- 8/ Acts 1933; Burns 36-1109; Baldwin 8707.
- 9/ Acts 1933; Burns 36-1102; Baldwin 8700.
- 10/ Acts 1933; Burns 36-1103; Baldwin 8701.
- 11/ Acts 1933; Burns 36-1109; Baldwin 8707.
- 12/ Acts 1933; Burns 36-1106; Baldwin 8704.
- 13/ Acts 1933; Burns 36-1106; Baldwin 8702.

169. HIGHWAY SUPERVISOR RECORD, 1932--., 1 vol.

Record of all highway supervisors' activities, showing date of construction or repairs of bridge, culvert, highway, or road; contracts; labor; claims; appropriations; commissioners' claims; expenditures; and allowances. Arr. chron. Hdw. 420 pp. 18 x 14 x 3.

XVII. AGRICULTURAL AGENT

The agricultural agent of Ohio County is appointed by the director of agricultural extension service of Purdue University, subject to the approval of a state board, entitled county agricultural agent board, under the authority of an act of 1913, as amended in 1937. His qualifications are prescribed by the board, and his salary is paid from a state fund through Purdue University. 1/

The office of county agent, commonly called agricultural agent, was created in Ohio County in 1911. This agent was appointed annually by Purdue University, subject to approval of the state and county boards of education, upon petition by residents of the county. The state paid part of his salary. 2/

The duties of the agricultural agent, under the supervision of Purdue University, are to cooperate with farmers' institutes, farmers' clubs, and other rural and civic organizations; to conduct practical farm demonstrations, boys' and girls' clubs and contest work, and other movements for the advancement of agricultural and country life; to give advice to farmers on practical farm problems; and to aid the superintendent of schools and the teachers of the county in giving practical education in agriculture and domestic science. 3/

The records of the agricultural agent consist of reports of his activities, to Purdue University, under its direction.

Agricultural Agents

1/ Acts 1913, 1923, 1927; 1937; Burns, 1937 suppl., 28-4911; Baldwin, 1937 suppl., 6457.

2/ Acts 1913, ch. 24, sec. 12.

3/ Acts 1913, 1923, 1927, 1937; Burns, 1937 suppl., 28-4911; Baldwin, 1937 suppl., 6457.

No records could be found.

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